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ABSTRACT

A four-stage career development model is described encompassing career awareness in grades prekindergarten to 6; career survey, 7-8; career exploration, 9-10; and career preparation, 11-12. The model is based upon teacher commitment, administrator support, staff development, curricula research and development, guidance, and community involvement. This project in the Washington, D.C., schools began in 1972 and ended in 1976. The appendix includes unclassified documentation for activities of the project concerning: management, guidance, staff development, Career Expo '75, the Parent Advisory Council, the Administrators' Seminar, activities in the schools, publicity in the public media, newsletters, correspondence, activities in non-project schools, and forms. (CTM)

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FINAL REPORT

Project No. V-361054
Contract No. OEG-0-73-5283

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Career Development Exemplary Project
Browne Junior High School
24th and Benning Road, N.E.
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June 30, 1976

TM007 004

FINAL REPORT

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Implementing a K-12 Career Development Program in the District of Columbia

Career Education in the Inner City

Exemplary Project in Vocational Education
Conducted Under Part D of Public Law 90-576

The project reported herein was performed pursuant to a contract with the Bureau of Adult, Vocational, and Technical Education, Office of Education, U. S. Department of Health, Education, and Welfare. Contractors express freely their professional judgment in the conduct of the project. Points of view or opinions stated do not, therefore, necessarily represent official Office of Education position or policy.

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June 30, 1976

1. PROJECT NO.: V-361054

2. GRANT NO.: OEG-0-73-5283

3. TITLE OF PROJECT: Career Education in the Inner City

4. GRANTEE ORGANIZATION: D. C. Public Schools
Division of Instructional Services

5. PROJECT DIRECTOR: Bessie D. Etheridge

6. PERIOD COVERED FROM: 7/1/73 - 6/30/76

Overview of the Project

The Problem

Pursuant to several studies of the D.C. Schools including those of Odell MacConnell Associates in 1965; Dr. Harry Passow, 1967; and the Executive Study Group, 1968, all of which suggested serious faults, and reacting to the national and local concern regarding the paucity of effective career education programs, the Superintendent of Schools authorized a study of the problem.

This study by a Special Task Force on Vocational Education culminated in a conceptual design for a "Plan for Career Development in the Public Schools of the District of Columbia" in 1969. Implementation of this design included a pilot mini-school program in two elementary and two junior high schools located in the area of the Spingarn Instructional Unit - the far northeast and near southeast sections of the city.

The major concerns set forth by the Task Force constitute the basic philosophy for the local career education program: That career development must be an integral part of a relevant program of education at all levels;

elementary schools - career foundations, an awareness program

junior high school - career survey (introduction of career cluster concept)

senior high school - career exploration, including on-the-job experiences

The need for a comprehensive, integrated interdisciplinary career education program in D.C. Schools is further indicated by the excessive dropout rate (60%) and the accompanying high rate of unemployment of young adults. The proposal of 1969 addresses itself to this concern.

The original Project, located in the far northeast section of the city established a beginning. Using a limited pilot, it developed curriculum, grades 7 and 8 (second draft); grade 9 (partial first draft); K-6 (partial first draft) and a handbook of suggested activities. Moreover, it developed and refined a teacher training model which has some promise.

With the opening of Woodson Senior High School in September, 1972, the Project hoped to see the Career Exploration and preparation phase in effect.

At the junior high school level, where dropouts technically begin, there is great need for a special kind of program for all students and particularly for the "turned-off" students. This proposal is directed toward him and in areas of the city where he is found in exorbitant numbers and without saleable skills. It is with the hope of raising his occupational aspirations and enriching his total societal growth that we wish to try out the model in the ceter city area, reaching downward to kindergarten where the problem formally begins.

Goals and Objectives of the Project

Pursuant to the proposal of the Division of Instruction, D.C. Public Schools, December 15, 1972, the stated goals of the Project in lude:

Process

Given one senior high school and four junior high schools and their feeder elementary schools in the congested inner city area of northwest and near northeast Washington, D.C., grades K-12, with approximately four hundred seventy-five teachers and 11,412 children, the Project will try out the curriculum materials developed, the standard for instructional materials and equipment previously developed and the teacher training model, previously developed by:

1. Selection of target schools
2. Orientation of faculties and community on the career development principle
3. Concentrated training of the total staff of all schools concerned prior to the beginning of work with students
4. Provision of material support, for all classrooms
5. Broad dissemination of the career education principle through the community

6. Development of a senior high school model

7. Evaluation of the process

8. Coordination with existing career education programs and community resources

Project Staff

Given four staff members and clerical support, Project staff will:

1. develop and implement a comprehensive program of career education, K-12;

2. conduct in-service training for project personnel;

3. revise curriculum K-6;

4. develop curriculum for grade 9;

5. develop a 10 - 12 model;

6. provide constructive leadership throughout the implementation of the project;

7. provide opportunities for community involvement;

8. evaluate the model-process and content, K-12.

Pupil Objectives

Given the implementation of the Career Development Project by trained faculties with adequate supervision by the Project staff:

1. All elementary pupils will show through test results and performance growth in awareness of the world of work and certain other societal growth in the areas of self concept, economic awareness and knowledges and skills gained through tool technology.

2. All junior high school pupils will exhibit through test results and performance a knowledge of the ten career clusters adopted by

the Project for the District of Columbia and their relation to them and to the total economic picture of this area; development of positive self concept; development of positive attitudes toward school as an integral part of their world.

3. All senior high school pupils will exhibit growth desired at the junior high school level and in-depth mastery of at least one saleable skill before graduation.

Description[1]

The Project, based in one inner city senior high school - c1336 students, faculty c58; its four feeder junior high schools, population c3888 pupils, faculty c194, and their feeder schools - ten, population c6866 pupils, faculty c265 - will involve total student body and total faculty and administrative staff of each building in the model. This Project includes the trial of curriculum, grades K-9; the standard for equipment and supply; the training model for teachers and administrators and continuing supervisory support as well as coordination with existing career education programs under the direction of the Department of Career Development Programs and leading to Continuing Education.

Location of the Project in an inner city area, specifically the Model Cities Area, a portion of the city included in the urban renewal plans for the city, affords an opportunity for trial of the design developed by an earlier project under far from ideal conditions. Housing in this area is largely sub-standard. The family picture is unstable. The rate of unemployment of young adults is extremely high as are economic aspirations. In short, the Project will be dealing with a hard core population which has a history of failure both economic and societal. Thus, it presents a challenging situation, perhaps the most significant the Project has ever faced.

In addition to implementing the model, the Project proposes the following additional activities:

a. An intensive community campaign to disseminate information on career education in general and the Project specifically, involving first all parents, then the community in general

[1] See Appendix - Population Chart - Location

1. Presentations with audio-visual support

2. Correspondence

3. Use of the public media for support

4. Distribution of brochures concerning the Project

5. Parent conferences

b. Activation of a Parent Advisory Council, Pupil Advisory Council

c. An intensive guidance effort for junior high school pupils in cooperation with counselors, community agencies and parents and the Guidance component of the model

d. A 1/3 larger percentage of funds devoted to trips and similar high impact activities

e. An increased percentage of low reading level/high interest level materials to accommodate the low reading average of the schools

f. An increased percentage of audio-visual instructional materials

g. Modification of the teacher-training model to increase the percentage of time spent in interpersonal relations activities

h. Survey of job opportunities for part-time job experience in the vicinity of the school for ninth grade students

Key Features of the Model

The foundation upon which the model is built includes six building blocks:

Teacher commitment

Teachers working with the counselors and librarians as team members plan the program for the school and implement it in the classrooms, sharing ideas and translating them

into activities into which career concepts are imbedded into the ongoing curriculum.

Administrators whose constructive leadership supports and enhances the efforts of school personnel, ensuring a climate where the program can develop in an orderly fashion. The commitment of the administrator makes the difference between success and failure.

Staff Development

Since career education in its present context seems new, an intensive staff development process undergirded the effort. A highly structured staff development component provides orientation, methodology, strategies, follow-up, special topic training and continuing supervision for all project personnel throughout each school year.

Curriculum Research and Development continue to be essential factors of the program. Committees from the faculties of the project schools with the help of consultants and project staff investigate existing curriculum, then produce curriculum guides, as needed, which serve as a point of departure for current and future implementers.

Guidance

Through a process of investigation, development, trial and revision, a coordinated guidance component has evolved. Bringing together all guidance services available to the D. C. Schools, a team of counselors has evolved a developmental program for Project counselors which enables them to deliver high quality guidance and counseling to all students in Project schools.

Community Involvement

Recognizing the importance of the community in the educational process, the program has involved the community from its beginnings, focusing first upon parents. The community comes into the schools and students explore the community, adding these resources to the learning experiences of the classroom. This partnership has not only proved valuable to students but also to the

community at large by building bridges of understanding and mutual responsibility.

Upon this firm foundation, the four-stage model is built, encompassing career awareness - preK-6; career survey, 7-8; career exploration, 9-10, career preparation, 11-12. Throughout the structure, attention to self development, including positive interpersonal relations, inquiry, problem solving, and decisionmaking skills, and, to the basic skills of communication and computation is an integral part of the total instructional program at all levels. Constantly monitored by an orderly evaluation design the efficiency of the structure is assessed; revisions are made in materials, methods and management to further strengthen the whole.

The roof of the structure is multi-faceted, depending upon the career goals of the student population. Graduates of the career education program are prepared to choose the direction they will take - the world of work or continuing education. The true proof of the articulated program rests in the future.

Management

Career Education in the inner city is managed by a staff of four professionals - a director and three assistant directors; a secretary and two clerk-typists; and eight educational aides assigned to the Title I component of the Project. The Center is located in a public school building where office space, a resource room, a conference room, storage space and custodial services are provided by D. C. Schools. Salaries of Project staff are paid from the Federal grant as are materials and services provided for Project schools.

Following decentralization of D.C. Schools in 1974, Project staff assumed an additional dimension of service to the city. Members of the staffs of the six regions were invited to participate in an orientation to career education for purposes of preparation for dissemination of the program city-wide. Support to the regions has become an integral part of the mission of the Project.

Supporting, publicizing and monitoring the work of Project staff are the two community councils which work closely with the program - the Parent Advisory Council and the Advisory Council. Working together, these units render a valuable service to career education.

Population

Beginning in 1973 with a population of 3867 students and 178 teachers and counselors, the Project grew to more than 670 teachers and counselors and 12,673 students K-12.

SCHOOLS	FIRST YEAR		SECOND YEAR		THIRD YEAR	
	T C L	STU-DENTS	T C L	STU-DENTS	T C L	STU-DENTS
Amidon	3	76	10	200	12	250
Bowen	-	—	2	50	2	50
Bundy	9	145	9	145	17	231
Cleveland	2	51	4	100	17	286
J. F. Cook	-	—	-	—	10	324
Drew	4	105	7	200	38	753
Goding	-	—	8	165	29	509
Lenox	9	160	9	201	17	194
Ludlow-Taylor	-	—	12	220	36	630
Sts. Paul & Augustine	6	143	2	68	11	344
Scott-Montgomery	3	57	5	75	16	454
Seaton	5	82	5	150	29	535
Simmons	-	—	—	—	27	530
Syphax	5	67	5	85	5	100
Tubman	4	75	5	116	8	200
Tyler	8	186	9	216	12	300
Walker-Jones	-	—	-	—	41	592
J. O. Wilson		—	3	75	40	726
Hamilton		—	7	100	65	1,351
Jefferson	20	719	35	605	35	610
Randall	10	200	13	200	15	300
Shaw		—	13	525	43	723
Stuart	6	531	6	531	38	589
Terrell	4	120	12	702	37	631
Lenox		—		—	2	48
Sts. Paul & Augustine		—		—	2	55
Dunbar High School	80	1250	66	1300	66	1,348
Totals	178	3967	247	4729	670	12,673

PreK - 6

The elementary model, flowing from five basic concepts, is designed to promote self-awareness, positive personal development and finally awareness of the world of work, the people in it and their relationship to the child and the child's relationship to the world of work.

Children

- learn to like themselves because they are valuable members of the community.
- learn that information gained in one subject area is useful to them in other areas.
- make the five concepts,which are at the heart of the curriculum, a part of their thinking and of their daily lives.

There is dignity in all work.

The life of a culture depends on its workers who produce goods and services.

There are many different kinds of work.

Mankind uses tools for work.

Work has rewards.

In order to accomplish these major goals, children:

- study from their textbooks - Basic texts: Senesh-World of Work Series

Families at Work	Grade 1
Neighbors at Work	Grade 2
Cities at Work	Grade 3
Regions of the U.S.	Grade 4
American Way of Life	Grade 5
Regions of the World	Grade 6

- use films, filmstrips, records, kits, games and many other resources to make information come alive.

- participate in many curriculum-oriented hands-on experiences including trips, tool technology, electricity, art, music, creative writing, drama, photography, gardening, manufacturing, and marketing.

- bring into the schools people from the community who share experiences with them. Many of these are parents.

During the junior high school years, students survey career opportunities in the fifteen clusters and begin the process of in-depth exploration of careers. This is a program for all students. Emphasis is placed upon the exploration of the student's abilities, aptitudes, and interests in terms of the full range of careers. Career opportunities available to our students have been organized into ten groups or clusters. For each cluster there is a module of interdisciplinary curriculum materials. Each module consists of four to eight units of work.

Module topics include:

Consumer and Homemaking
Communications and Media
Fine Arts and Humanities
Construction and Environment
Agri-Business, Natural Resources, Marine Science
Public Service Occupations
Health Occupations
Manufacturing, Marketing and Office Occupations
Transportation
Hospitality, Recreation and Personal Service Occupations

Every effort is made to include provision for the students to acquire skills and knowledge consistent with overall achievement of competency-based goals. In the development of instructional materials, teachers and consultants relied heavily upon t the materials and direction provided by the supervising directors of the various disciplines and members of their staffs.

Participating teachers working in interdisciplinary teams planning together for groups of approximately 150 students, conducted students through the modules and accompanying hands-on experiences.

The Project staff stressed the fact that the qualifications of the instructional staff need not be unique, but all must be

committed to career education and be convinced that all disciplines are involved with the education of the whole child. If the instructors are competent to begin with, staff development can only enhance their skills. Each team member must be able to do the following things:

a. Relate to students.
b. Teach.
c. Cooperate with his peers.
d. Commit himself to the concept of career education and its objectives for our students.

Career survey in grades seven and eight is followed by career exploration which begins in the ninth grade. Awareness is reviewed. Communications as an essential skill for all success is emphasized. Exploration in student-selected areas consumes the remainder of the year. This prelude prepares the student for serious exploratory choices in the senior high school.

The senior high school years - grades 10 through 12 - serve as the capstone of the D. C. model, affording career exploration and career preparation for all students. During these years, the comprrhensive high school endeavors to deliver systematic support, guidance, and skill development through instruction in the several disciplines, and a comprehensive guidance program.

Every member of the faculty is involved in the process of infusion of career concepts into his content area, enriching and broadening the total learning experience. To this end, many teachers have joined hands across the disciplines, demonstrating the effectiveness of the coordination of several knowledges to solve common problems. Thus English, art, music and physical education may join to produce a play, or chemistry and mathematics to assist students in the solution of equations in science.

The basic policy at this level is infusion and the interdisciplinary approach, wherever applicable. Contrived experiences are avoided.

Among the significant tools of the career education program are the Career Education Resource Centers and the school library media center. The Project provided materials for a Center in each school and updated the collection annually to insure that references were current. These facilities were at the disposal of the faculty, students, and their parents throughout the school year.

A unique factor of the D. C. Model is the articulation of the comprehensive high school with the six Career Development Centers, which offer skill training in several career areas on a shared time basis for all students desiring such training. Participants in this program will graduate with specific job entry skills with which to begin the ascent of the career ladder.

Essential to the success of the program is the commitment of the administration, faculty, students, their parents, and the community. With this consortium at work, career education has every hope of remaining alive and well.

7. Accomplishment including significant findings

Launching the Project was the general task of the initial year preceded by broad dissemination of the concept and staff orientation and training.

According to the phasing plan of the proposal, and accommodating the desires of certain schools, the following schools were brought into the program:

Dunbar High School (10 - 12)
Hamilton, Jefferson, Randall, Shaw,
Stuart and Terrell Jr. High Schools
Bundy, Cleveland, Scott-Montgomery
and Seaton Elementary Schools

The Parent Advisory Council for Career Education was expanded to include parents from the schools annexed and students from Dunbar High School. This group, which exceeds one hundred (100) met monthly during the school year and conducted an active program of events which included instruction for parents, orientation to career education and hands-on experiences in the community. Highlights of their year were a tour of occupational opportunities in Baltimore, Maryland and a banquet patronized by parents, educators and friends from the community.

A resource center has been established in each Project school where space was available and at the Project Center. The general Resource Center, staffed by an educational aide, provides a place where school personnel may view instructional materials, borrow materials for trial in their classrooms and develop strategies for infusion.

The Center Conference Room, which can accommodate at least forty (40) persons for meetings and/or instruction has been used extensively for group meetings, seminars and workshops.

The first draft of curriculum for grade 9 was developed and distributed to teachers at the end of the year for trial. Revision and regrite were scheduled for summer, 1974. Project staff also reviewed career-oriented instructional materials and recommended an extensive list for adoption by the Board of Education for its official listing of materials elligible for purchase by D. C. Schools. This is the first such listing of record.

Since the Title I proposal was accepted for the new fiscal year, expansion of the basic program was possible enabling the project to serve seven (7) additional elementary schools and grade 7 in two junior high schools.

Significant progress has been made in the development of a senior high school model at Dunbar. An assessment, conducted at the beginning of the second semester provided a key to strategies for initiation of the program. The instructional team was able to complete a philosophical statement for the senior high school, "Basic Assumptions" and develop a guidance component which will affect the whole school.

Regular monthly meetings of the administrators of Project schools have contributed largely to the success of the first year, for these persons, equipped with adequate information, have provided leadership needed by all faculties.

During the spring and summer months, pre-orientation and staff development continued in preparation for the annexation of new elementary schools and strengthening the faculties of schools phased in during the first year. The faculties of Goding, Ludlow-Taylor and J. O. Wilson Elementary Schools joined the career education team, planning the initial stages of their implementation for Fall, 1974. The presence of the principal of the senior high school and an assistant principal from one junior high school, as full time participants in the summer program meant a great deal to the teachers, counselors and librarians attending. This circumstance, together with the participation of all principals in the culminating planning activity, gave the necessary motivation for a good beginning.

Upon this excellent base, the second year moved with celerity and efficiency and accomplished much. Among the highlights of this year were:

- Parents participated actively in the efforts of the Parent Advisory Council.

- Instructional materials were delivered to all schools.

- Teacher trainees emerged from personnel previously oriented and engaged in implementation. These persons have proved valuable in expanding the training capability of the Project.

- Project staff in response to a request from the Division of Special Education, included special education teachers in the training program.

- Non-Project schools requested inclusion in the activities of the Project.

- Planning at the Project high school - Dunbar - proceeded with dispatch. In two (2) workshops in September, the planning team completed its plans for initiating the program during National Career Guidance Week.

- Orientation for regional staff members - six (6) decentralized regions, 1974 - drew a positive response, "Mini-Course".

- All six (6) regions are involved in developing some elements of career education for non-Project schools.

- A student from one (1) Project junior high school - Jefferson - created the winning poster in his division in the National Career Education Poster Contest sponsored by the National Personnel and Guidance Association.

- A revision of the ninth grade curriculum has been completed. This draft was tried during 1975-76.

- An Advisory Council for Career Education was recruited from the community to survey the Project

program and advise Project staff as to revisions and expansion. Membership on the Council reflects institutions of higher education, government, business, labor, the professions, and vocational education:

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The final year of the Project began with preparations for annexing the final three (3) elementary schools - John F. Cook, Simmons and Walker-Jones.

- Project staff participated in Federal Programs Expo, a three-day conference sponsored by the Department of Federal Programs, D.C. Schools, April 4 - 6, 1976, at the Sharaton Park Hotel. Our participation included an exhibit of the curricula and activities of the Project and two (2) presentations of the D. C. Model K - 12.

- An interdisciplinary curriculum for pre-kindergarten and kindergarten was developed by a curriculum team, reproduced and distributed.

- The new interdisciplinary curriculum for grades 1 - 6 was distributed to all Project schools; to elementary schools in Region VI; to members of central administration and to other school systems.

- Copies of the survey curriculum for grades 7 and 8 (new printing) were distributed to all junior high schools; to the Resource Room and library at Dunbar High School and to other systems as far as possible.

- Copies of the revised Tour Guide were prepared and distributed to all Project schools, central administration, elementary schools in Region VI and to other career education programs.

- At the senior high school level, a career education team developed a design for grades 10 - 12 in the comprehensive high school, completing the 10 - 12 Model.

- Planning for 1976-77 was effected through a leadership conference, May 17, 18,20 , 21, 1976, involving the leadership from all Project schools, regional and central office personnel.

A coordinated guidance program, bringing together all facets of guidance in D. C. Schools, conceived and developed by a staff member, has operated successfully with the cooperation of the Department of Guidance and Counseling, D.C. Schools, the Bi-Lingual Program, and the Department of Career Development Programs.

The Parent Advisory Council and the Advisory Council joined hands to lobby for continuation and expansion of the

career education program throughout the city. Their efforts have included a meeting with the Associate Superintendent, Division of Instructional Services; the Superintendent of Schools; members of the Board of Education; and members of the Tri-Component for Career Education.

8. Major Activities and Events

A chronology of the principal events of the past three years reflects the variety of avenues which have been explored as Project personnel and members of the community sought to make career education a meaningful experience. Significant among them are these:

Following an extensive dissemination program within the target area, consisting of pre presentations in the schools in which educators and community members had an opportunity to probe the purpose, scope and proposed activities of the Project, staff development activities for the personnel of phase I schools began and continued during the summer of 1973. The project Resource Center and Conference Room were expanded so that an increased population might be served.

— The activation of the Parent Advisory Council during the first year. This group, which exceeded one hundred members before the end of the year, soon became an effective part of the program. In addition to their stated goals: the acquisition of useful information; participation in school activities; support for the Project, including publicity; this group lobbies for career education. The activities of the Council have included:

- monthly meetings
- appearances before members of the administration, the Board of Education and other concerned groups
- annual educational tours for parents. These career-oriented

events took them to the docks, the Lexington Market, the Carling Brewery (mass production in action), Dunbar Senior High Schools, an open space community school at Baltimore, Maryland, and finally to industries in and around Annapolis, Maryland, the Naval Academy and the Coast Guard installation.

- an annual banquet patronized by educators, parents and friends. There were three of these banquets.

- Each year, project staff reviewed career-oriented instructional materials and recommended an extensive list for adoption by the Board of Education on its official list of materials eligible for purchase by local schools. The 1974 Career Education listing was the first of its kind for D.C. Schools. The annual updating of this list has provided current titles at all levels.

- Responding to the challenge of constructive leadership, the administrators of the schools in the Project banded together to form an Administrator's Seminar which met monthly to consider common concerns emanating from the implementation of career education in their schools. Through the years, their program expanded to include the pursuit of information for themselves in the areas of curriculum, evaluation and schools organization. In the final year, their interest in schools of the future led them to Dunbar High School in Baltimore, an open-space community high school, to study a model school in action.

- Mini-Course, Orientation to Career Education, for administrators responsible for instruction in the six (6) newly-created regions of the District, 1974; six (6) consecutive Thursdays - 36 hours of instruction. This course was offered to increase speed of dissemination of the career education concept throughout the city by developing a corps of personnel in each region to plan and manage career education infusion with Project staff serving as consultants and facilitators. 10/3 - 11/7/74

- Project staff was involved on a continuing basis in conferences with the regional teams as they began to plan their programs.

- The 10 - 12 model was launched at Dunbar High School during National Vocational Guidance Week, November 11-15, 1974, with a series of daily activities keynoted by Dr. Kenneth B. Hoyt, Associate Commissioner for Career Education. Several other schools celebrated this week with Career Days and other observances.

- Sixth grade pupils from Lenox Elementary School participated in a career education film produced by the U. S. Department of Labor.

- In response to requests from the Regions, Project staff participated in team seminars at the following regional offices:

  Region III - 11/11/74; 11/20/74; 1975-76

  The team from Region III planned and presented a workshop for the faculty at Kelly Miller Junior High School with help from Project staff.

  Region I - 12/10/74; 1975 - 76

  Region V - 1975-76

  Region VI - 1974-1976

- Career education kickoff for Region IV, a three (3) day activity for the schools in the region consisting of orientation, visits to Project schools in the region, follow-up and a planning day, began on April 15, 1975.

- Career Expo '75, May 17, 1975, a chronicle of five (5) years of progress of the Career Education Program in the District of Columbia public schools. Sponsored by the Committee on Adult Education and Career Development of the Board of Education, and directed by the staffs of the Career Development Exemplary Project and the Department of Career Development Programs.

This program offered the community, through speakers, demonstrations, exhibits and handouts, a comprehensive report on the progress of the effort spearheaded by the Project. Dr. Kenneth B. Hoyt, Associate Commissioner for Career Education, U.S. Office of Education, delivered the keynote address. Other guests included: Dr. Barbara A. Sizemore, Dr. James T. Guines, Dr. Otho Jones, Mr. James Spicer, Ms. Susie Morgan, Mr. Albert Long and Col. William Rumsey.

- Art Exhibit at Howard University - Health Careers - prepared and implemented by students and their teacher at Dunbar High School and facilitated by a staff member.

- Bicentennial Festival at Tyler Elementary School, May 29, 1976. This event featured a progress report to Project parents, teachers, principals, counselors and friends and good fellowship at year's end. Nearly 200 well-wishers participated.

- Special seminar for personnel from Laurel Children's Center at Browne Junior High School, June 18, 1976.

- Open House at Drew School was observed in late September, 1975, with opening of the expanded Career Education Resource Room as the core of the observance which included classroom visits, demonstration lessons, and visits to the Resource Room. This activity was well patronized by the community.

- All Regional newsletters feature Career Education as a priority.

- Staff members participated on a regular basis as facilitators in ten conferences with regional coordinators as they planned activities and special events.

- The Title I component has been funded for FY 1976.

- On September 28, the P.T.A. of Randall Junior High School held a Parent Cruise on the Potomac to introduce parents to Oceanography, a curriculum thrust which would be presented to students during the school year.

- Staff Development Day in October and Open House in November

at Walker-Jones School featured Career Education. (This is one of the new schools in the Project, 1975-76).

- The Career Education team of Region VI conducted workshops for all non-project schools during November, 1975. The series consisted of orientation sessions, visits to Project schools and planning for orientation of other teachers in non-Project schools. A staff member assisted the Regional team.

- Orientation for non-Project personnel continued in Region III under the direction of the Regional team with support from Project staff.

- Teams from the basic subject areas at Dunbar High School began work on a design for grades 11 and 12 in December, 1975. The document was completed (first draft) in June, 1976.

- Rosalyn Smith, a teacher at Ludlow-Taylor Elementary School, was selected by Dr. Hoyt to testify at the hearing on the Perkins Bill, February 2, 1976.

- Briefing for the committee on Education Programs of the Board of Education on the Career Development Process, 3/10/76.

- Meeting with the Superintendent of Schools concerning the future of career education K-12 in D. C. Schools, 3/25/76.

- Annu l Evaluation of the Project by U.S.O.E. team, 3/2 - 4.

- Administrator's Tour April 8, 1976 (See Staff Development).

- Parent Council Annual Tour. May 21, 1976. Occupational Opportunities in and around Annapolis, Maryland. 54 Participants.

- McDonald's Tours for students from twenty-five elementary schools. The Fun Bus was provided, free of charge, for one class from each elementary school for a curriculum-related trip within the Washington Metropolitan Area. At least 500 students participated between January and May, 1976.

- The Parent Council Third Annual Banquet was held on June 3, at the Naval Officers Club. More than 200 parents,

educators, members of Project staff and friends of Career Education participated in this event.

- Guidance Counselors visited the Pennsylvania Guidance Resource Center on May 14, 1976. Forty-six counselors participated in this activity.

- A staff member participated in the annual evaluation of the Exemplary Project at Philadelphia, Pennsylvania in May, 1976.

- Bicentennial Program at J. O. Wilson Elementary School featured career education.

- Promotion Exercises at Goding Elementary School featured career education. A staff member served as speaker.

- Students from Syphax Elementary School and Dunbar High School participated in demonstrations of the infusion process at the Leadership Conference, May, 1976.

-
  Syphax - Banking
  Dunbar - Team Teaching in the English Classroom
  Amidon - Mass Production

- "Careers in Mathematics", a presentation by students and teachers at Browne Junior High School, June, 1976.

9. Problems

Difficulties attendant to operating the Project fall into five principal categories: money, time, local personnel procedures, local contract procedures and human frailty.

Though the population of the Project increased each year and the need for services and goods became more pressing, the budget of the Project remained the same. Rearrangement of priorities as to time, personnel use, program tasks and instructional costs proved a never ending challenge to the staff. In-service training needs grew from 178 persons in the first year to 670 in the final year. Student population increased from 3,967 to 12,673. The budget for the Project remained at slightly more than $300,000.00 per year throughout, approximately $25.00 per person. Though not insurmountable, management presented continuing problems.

The management of staff time to insure maximum results caused recurring anxiety. Four staff people were never really enough to render the service needed. The eight educational aides in the Title I schools were indeed helpful, but there were many tasks which could not be assigned to paraprofessionals.

Local personnel procedures often hampered the work of the project, since vacancies were never filled promptly. At one point, the Project was entirely without clerical ervice. And though three Assistant Directors were authorized, the third Assistant was not hired until March, 1974.

The annual evaluation contract caused many anxious moments, though the delays were entirely out of the control of the staff. This condition may be peculiar to the local scene as a result of the dual accounting system of D. C. Schools and D. C. Government which must approve all contracts to which the public schools are party. It is our conclusion that this problem is unavoidable and must be borne, though it does delay the evaluation process each year.

Finally, the Project has been beset by several recurring illnesses among the clerical staff which have caused, in some instances, major delays in performance of usual tasks. These must be accepted in the course of human events.

It is not our intention to imply that the process of implementation has proceeded without incident. This is far from true. However, it is our opinion that the problems which were incurred are inherent in the process and not unique in any sense. Thus, they are not included here.

10. Publicity Activities

Many opportunities for telling and showing the story of career education have arisen as the program spread through the inner city. The community began to ask questions. The staff responded with presentations for educators, the community at large, colleges and universities, churches and other community groups. Representative of the groups served through multi-media presentations are the following:

- All principals, the Spingarn Instructional Unit
- A faculty committee, Woodson Junior High School
- Participants in the McCully Conference, National Capitol Personnel and Guidance Association at the

- University of Maryland, 1974, 1975, 1976

- The coordinator and staff, ESAA Staff Development Program

- Faculties of Scott-Montgomery, Plummer, Ludlow-Taylor, Goding, Myer, Oyster, J. O. Wilson, Randle Highlands Elementary Schools

- Faculties of Hamilton, Stuart, Shaw, Terrell, Randall and Jefferson Junior High Schools

- Faculty of Dunbar High School

- Elementary School Counselors

- Parent-Teacher Association of Sts. Paul and Augustine School

- Secondary School Counselors - Academic and Vocational

- Mt. Carmel Baptist Church

- Seniors at Catholic University 1974, 1975

- Conference for Secondary Administrators - Exhibit and slide-tape presentation

- Staff of the Deputy Superintendent, D.C. Schools

- Workshop for counselors, Federal City College

- Curriculum Council, D.C. Schools, 1975

- Class at D.C. Teachers College, Education 589, Teaching the Exceptional Child, 1974, 1975

- Students in grades 7-12, Sharpe Health School, 1975,1976

- Participants in the Spring Conference, D.C. Education Association, 1974

- Class in Open Education for junior high school teachers and counselors

- American Personnel and Guidance Association, Annual Conference 1975, 1976

- The D. C. Inter-agency Council, 10/2/74

- National Science Teachers Association Area Convention, Washington, D.C., 11/23/74

- Two W Workshop, 12/3/74

- Seminar in elementary education, Catholic University, 12/11/74

- Panel, ESAA staff development faculty, Woodrow Wilson High School

- Interdisciplinary Co-operative Educational Program

- Meeting of science teachers sponsored by the Science Department, D.C. Schools 2/14/75

- Title IX Implementation Committee 1976 Staff Development activities, Regions I, III, IV, VI

- The Board of Education, 1976

Project schools and Project staff have always welcomed visitors, for their observations, comments and recommendations have proved helpful.

Throughout the year, visitors from all parts of the D.C. school system, from other school systems and from other Projects have visited at headquarters and in the schools. While they have been interested in process, materials seem to have been of interest to all. Significant among them are the following:

D.C. Public Schools:

Ms. Constance Laws , Administrative Interne

Ms. Maxoline Ramsey, Principal
Mamie D. Lee School, and twenty teachers

Mrs. Barbara A. Sizemore
Superintendent of Schools

Mrs. Doris Haynes, Principal
Ludlow-Taylor Elementary School

Mr. Andrew Weeks, Principal
Stuart Junior High School

Mr. Adams
Stuart Junior High School

Mr. Edward Wells, Principal
Randall Junior High School

Dr. Clark Houston, Principal
Hamilton Junior High School

Mrs. Audrey Gray, Principal
Goding Elementary School

Dr. James T. Guines
Associate Superintendent
Division of Instructional Services

Mrs. Beatrice Christopher
Eliot Junior High School

Mrs. Barbara L. Simmons, Chairman
Committee on Adult Education and
Career Development of the D.C.
Board of Education

Mr. Percy Ellis, Principal
Shaw Junior High School

Dr. Doris Woodson
Assistant Superintendent
Special Education

Mr. Jerry Brigham
National Alliance of Businessmen

Ms. Sarah Davis
Mr. Tony Jones
Ms. Yvonne Morse
Ms. Marian Jackson
Randle Highlands Elementary School

Mrs. Grace Watson
Bureau of Occupational and Adult
Education, U.S.O.E.

Ms. Helen Collins
Ms. Marrissette
Ms. Eldridge
Roosevelt Senior High School

Ms. Allen Dellefield
Mr. Leroy Robinson
Black Affairs Center

Representative school personnel from Region IV in May on a planned tour of Project schools in Region IV

Newly appointed Career Coordinators in Regions IV and V (2): Ms. Lucille Gayle and Mrs. Felicia Glascoe

Mrs. Olive DeBruler, Supervising Director
Department of Library Science
D. C. Public Schools

Mr. Sol Silverman, Supervising Director
Mr. David Goldstein
Industrial Arts Unit
Department o Career Development Programs
D.C. Public Schools

Mrs. Cecile Middleton, Principal
Taft Junior High School

Mrs. Delores Zucker, Principal
Amidon Elementary School

Mrs. Martin Siler, Principal
Sharpe Health School

Mr. Stewart S. Henley, Principal
Seaton Elementary School

Mr. Linwood Newbold
Mrs. Audrey Higgs
Teachers, Shaw Junior High School

Mrs. Kathlyne Kinnear
Mrs. Carole Lattle
Department of Federal Programs

Other:

Mrs. Doris E. Early
Community Relations Officer
Public Affairs Office
Walter Reed Army Medical Center

Mrs. Edna Mayronne
University of Maryland

Class in Elementary Methods from
D. C. Teachers College; Instructor,
Mrs. Goldstein

Five teachers from Laurel Childrens' Center
Laurel, Maryland

Mr. Chuck Strand
Great Falls Public Schools
Great Falls, Montana

Mr. Ravenall Keller
Mrs. Erma G. Pace
Department of Human Resources
Laurel Childrens' Center
Laurel, Maryland

Mrs. Helen Ramsek
Ms. Patricia Vivio
Ms. Dorothy Hobbs
Public Schools
Mason, Michigan

Montclair Public Schools (N.J.)
Mr. Adam Richberg
Hillside Annex Elementary School

Mr. & Mrs. Leslie Hoyle
Mt. Hebron Middle School

Mrs. Carlene Tureman
Commonwealth Learning, INC.

Dr. David Orr
Scientific Educational Systems, Inc.

Mrs. Mary Belcher
Educational Systems, Inc.

Mr. R. J. Smith, Regional Superintendent
Bridgeport, Connecticut

Mrs. Audrey Allen
Baltimore Public Schools

Dr. Kenneth B. Hoyt
Associate Director for Career Education,
U.S.O.E.

Mrs. Grace E. Waters
Morgantown, West Virginia

Mr. William Porter
Raleigh, North Carolina

Mr. Ralph Baker
San Francisco, California

II. Dissemination Activities

Packets of information including the proposal abstract, statistical data, reports, curriculum guides, the newsletter and brochures have been widely distributed throughout the local scene and across the nation as the staff attempted to respond to requests.

Locally, the newsletter, all curriculum guides and reports are distributed to all personnel in Project schools and the Regional offices. Reports and curriculum guides are sent to all administrative offices, the Board of Education the Advisory Councils of the Project and other projects across the nation.

Among the persons from the states and a few foreign countries requesting curriculum guides and/or packets of general information were implementers from Rhode Island, Georgia, Massachusetts (3), Virginia (4), California, Alaska, Australia, Wisconsin, Minnesota, Illinois, Oklahoma, Puerto Rico (2), Colorado, Texas, Wyoming, Canada, Pennsylvania, Alabama, Arizona and New Mexico. Contacts with many correspondents with similar and/or different challenges have added much to the vision of the local staff. Hopefully, our efforts have been of help to others.

Perhaps the most difficult vehicle to assail has been the public media, since positive school activities don't seem to be newsworthy. However, some progress has been made. The school newspapers have been helpful, publishing some news of career education in most issues. Occasionally coverage is given by the Washington Afro-American and rarely by the Washington Post and Washington Star. Radio and television have been most helpful, making spot announcements whenever requested to publicize Project events. WMAL - TV aired a thirty-minute interview of staff members. This was a first.

Publications of the Project include:

I. Curriculum Guide PreK - K, 1976
II. Elementary Curriculum Guide for Grades 1 through 6, 1973; revised 1976

III. A Handbook of Suggested Infusion Activities for Grades 1 - 6, 1971

IV. Ten (10) Modules of Curriculum and Teacher's Manual for Career Survey - Grades 7 and 8, 1972; 1976

1. Consumer and Homemaking
2. Communications and Media
3. Fine Arts and Humanities
4. Construction and Environment
5. Agri-business, Natural Resources and Marine Science
6. Public Service Occupations
7. Health Occupations
8. Manufacturing, Marketing and Distribution, Business and Office Occupations
9. Transportation
10. Hospitality, Recreation and Personal Service Occupations

V. Ninth Grade Curriculum Guide for Career Exploration, Phase I, 1975; 1976

VI. Illustrative Units for Grade 10: Social Science, Science, 1975

VII. Career Education Newsletter, monthly

VIII. Comprehensive Tour Guide for Planning and Executing Educational Tours, Revised 1976

IX. The Senior High School Model, 1976

12. Progress on Data Collection and Evaluation Plans and Procedures

"Career Education in the Inner City" has been evaluated throughout by IDEX, Incorporated of Arlington, Virginia, which has rendered what is in our opinion a creditable job of evaluation.

Having had varied experiences with other designs, the staff selected the information-based design since it most nearly approached the needs of the implementer. The staff felt the need of a process for assembling data, analyzing and clarifying the significance of the data extruded, and reporting the analysis in a fashion that could be useful in future planning for implementation.

The staff determined the scope of the design through the questions it formulated. In this instance the staff needed information in the following areas:

Interests of the target population

Prior knowledge of career education

Impact of the instructional program

Cost of the program

Efficiency of staff development activities

Teacher attitudes and practices

Administrator attitudes and practices

Efficiency of the management schemes

Degree of realization of project goals

In the process of developing information questions, the matter of the users of the information was determined.

The product of the annual evaluation has been extremely useful, for the document sets forth strengths and weaknesses, often giving a reason for each. The recommendations of the evaluators were justified by the information secured. It is the feeling of the staff that this design has been most meaningful to all users and effective in measurement of the accomplishments of the Project.

13. Other Activities

In addition to the specific activities directly involved with implementing the D. C. Career Education Model, members of the staff, to insure the articulation of the model into the ongoing program of the system, have served in many ancillary capacities throughout the system, among which were memberships on the following committees:

- The Curriculum Council committee for development of a bio-medical program for selected eleventh and twelfth grade students
- Capitol Budget and Planning Committee for the Career Center Program
- Committee to develop the Tri-Component Concept for Career Education
- Evaluation teams, D. C. Schools
- Competency Based Education

Participating with leaders in Career Education nationally, members of the staff have gained insights helpful to the implementation of the local program.

- Conferences for State Directors of Career Education at Ohio State University - 2
- Meeting, Department of Human Resources - "Community Resources"
- Mini Conferences - Office of Career Education
- Mini Conference on Minorities in Career Education, U.S.O.E.
- National Conference on Career Education - Council of Chief State School Officers, St. Petersburg

- Career Education National Forum

- Meetings with project directors of the United Planning Organization

- Career Education Workshop for the community at Mt. Carmel Baptist Church

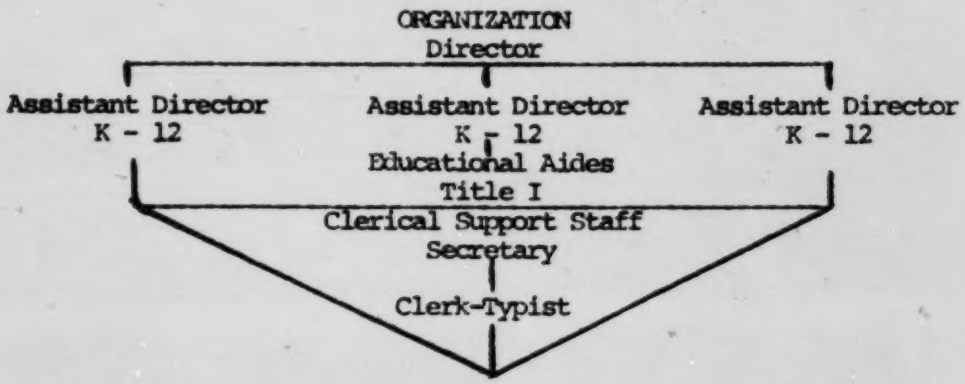
14. Staff Employment and Utilization

Pursuant to the proposal, the staff of the project included the following:

Director
Assistant Directors - 3
Secretary - 1
Clerk-typist - 1

However, the project began on July 1, 1973, with two assistants; the third was not hired until March, 1974, as a result of delays in the process of personnel procurement. Thus, the project began with too few staff members for the job ahead. A vacancy in the clerk-typist slot resulted in a delay in replacement of six months during which problems in clerical support prevailed. The staff stabilized early in 1975, after which illness among the clerical staff limited the efficiency of publications.

In spite of existing personnel problems throughout the life of the project, it is significant to note that the staff was able , through shifting priorities, to accomplish its objectives with few delays. The success of the group may have been due in part to the fact that duties were for the most part clearly defined and assigned with target dates. Each member was task oriented and assumed responsibility for his duties and shared responsibility for general tasks. Assistant Directors assumed primary responsibility for teacher supervision. All staff members shared the staff development tasks. Planning, management, reporting and procurement were generally the task of the Director.



SAMPLE

PROJECT STAFF RESPONSIBILITIES FOR SCHOOL-WIDE IMPLEMENTATION

1974-75

J.S. Rao	M.J. Roache	E. F. Da
Bundy	Amidon	Lenox
Cleveland	Bowen	Tyler
Scott-Montgomery	Drew	
Seaton	Goding	Hamilton
Sts. Paul & Augustine	Ludlow-Taylor	Randall
Tubman	Syphax	Shaw
	J.O. Wilson	Stuart
Terrell		
	Jefferson	
Dunbar		Dunbar
	Dunbar	

15. Staff Development

Undergirding the implementation process was a continuing in-service program for teachers, counselors, administrators, educational aides and staff personnel. The program functioned year round, offering orientation, follow-up, special problem workshops and continuing on-site supervision.

In-service began with a seminar for the faculty of each new school in the complex. Through a multi-media presentation, the faculty was introduced to the program. Handouts and an invitation to participation in the orientation course offered by the project were available.

Education 670F, Orientation to Career Education, is a four semester hour course developed by project staff, offered twice annually during the month of July and on fourteen Saturdays during the fall semester in cooperation with D. C. Teachers College. Having as its goal, the preparation of personnel for implementation of the career education model in project schools the syllabus includes an introduction to Career Education, the global and local picture; Learning Systems; curriculum

study; strategies for implementation; a look at the needs of special education; tool technology and planning the school program. (See Appendix)

During the past three years, five hundred persons completed the course.

1973 - 74	161
1974 - 75	183
1975 - 76	156

As implementation began, teachers and counselors discovered areas of weakness in their preparation and requested help. When a need was universal, a special workshop was developed and presented, generally on Saturdays, but sometimes after school. The topic most often requested has been "Strategies for Infusion". Other popular topics were "Bulletin Boards"; Simulation and Gaming"; "Community Involvement"; "Evaluation" and "Mass Production Activities".

On-site supervision has always been an essential feature of the in-service program. Staff members were assigned to specific schools K - 12, where they worked with teachers in the solution of problems, supplied and/or assisted in the development of materials for instruction, provided individual and/or group help when needed, and evaluated the process and progress at each site.

In response to the need of region 1 staffs, following decentralization of the school system into six regions, summer, 1974, a mini-course, "Orientation to Career Education" (See Appendix) was offered to thirty administrators from the regions and supervising directors, subject fields, on six Thursdays beginning on October 3, 1974. Project staff hoped, through this means, to assist regional superintendents in developing teams to organize the dissemination of the career education concept throughout the regions, thereby speeding the process of city-wide implementation. Topics in the workshop included:

Career Education U.S.A.
Career Education in D.C.
The Scope of the Program
Implementation K - 6
An Introduction to the Cluster Concept 7 - 9
A Look at the 10 - 12 Model

Because of numerous personnel changes during the first year of decentralization, it was necessary to offer the

course a second time in the fall of 1975. By the conclusion of the project, fifty administrators and supervisors had completed orientation and embarked upon planning career education programs for non-project schools in their regions with the guidance and assistance of members of the staff.

Though the formal courses offered for instructional and administrative personnel were highly significant to the success of the project, many other staff development activities were conducted each year for project personnel. Representative of these were the following:

- Workshops for educational aides, one each semester. Project aides (8) were joined by other Title I aides from project schools (7).

- "Compulearn" Workshop for elementary and secondary teachers, 1974

- Workshop for all teachers - "Classroom Management", 1974

- Annual workshop on Evaluation for all personnel

- Monthly workshops for Guidance Counselors

- Highlight ——Visit to the Pennsylvania Guidance Center at Harrisburg, May 14, 1976. Forty-six (46) counselors participated.

- Workshops for teachers, Saturdays, at least three per year, i.e. -

  Team Strategies
  Mass Production Procedures
  Infusion Strategies

- On-site workshops in schools for the staff of a school:

  e.g., J.O. Wilson
  Walker-Jones
  Dunbar High School, weekly for one semester intermittently thereafter
  Jefferson, Randall, Stuart Jr. High Schools

- Workshops for special groups, e.g.,

  PreK - K teachers
  9th grade teachers
  Senior High School teachers

Other Special Purpose Workshops for Project personnel:

- Leadership Conference involving a principal, a teacher, a counselor and a librarian from each project school; regional personnel; central office representatives; parents and the Advisory Council. Purpose- Planning for 1976-77, May, 1976. Participants -- 130.

- Curriculum Workshop for pre-kindergarten/kindergarten team. Purpose- To develop a curriculum guide for these levels for distribution to all pre-K/K teachers. June, 1976. Participants - 11

- Personnel from Dunbar High School. Purpose- To complete the senior high school model for infusion of Career Education concepts into the academic curriculum and articulation with the vocational program. Participants- 12

- Workshops for non-project personnel, e.g.,

  Regional personnel
  Sharpe Health School, annually
  Seniors in elementary education at D.C. Teachers College and Catholic University, annually

Though the primary interest of the staff has centered about activities for others, the members of the staff have not ignored their own needs. Provisions have been made annually for participation in conferences, meetings, workshops and seminars to enhance and broaden their knowledges and skills. The choices of the staff included:

- Annual conference of the American Personnel and Guidance Association

- The Project Director's Workshop, Department of Federal Programs, annually

- Conferences, annually, for coordinators of Career Education

- Regional meetings (III) for project directors

- Committee on Competency-based Education

- Seminar on EDCE programs

- Annual conference, National Education Association

- Seminar on Proposal Writing. Advisory and Learning Exchange

- Annual Conference, A.S.C.D.

- American Association of School Administrators; NASE Seminars

- Workshop in Community Involvement, Catholic University

- Seminar in Curriculum Development, University of Colorado

- Seminar, Women in Management

- Career Education Seminar, National Council of Teachers of English

- Conference on Career Education, Council of Chief State School Officers

- McKnight Workshop, "The World of Communications"

- Conference and Exhibit, Enviro - View

- Visit to schools at all levels, Columbia, Maryland

- World of Work, A - V Festival, Department of Labor

- NOW Conference, Washington Technical Institute

- National EPDA Workshop

- Course: Parent and Community Involvement, Catholic University

- Vaill Leadership Conference in Career Education, 1976

APPENDIX

Management

Guidance

Staff Development

Career Expo '75

The Parent Advisory Council

The Administrators' Seminar

Activities in the Schools

Publicity in the Public Media

Newsletter

Amenities

Activities in Non-Project Schools

Forms

OFFICE OF EDUCATION
WASHINGTON, D. C. 20202

NOTIFICATION OF GRANT AWARD

(Single Signature)

465011

1. NAME AND ADDRESS OF INSTITUTION (No., Street, City, State, and ZIP Code)

The Public Schools of the District of Columbia
415 Twelfth Street, N. W.
Washington, D. C. 20004

2. GRANT NUMBER
*OEG-0-73-5283

3. PROJECT NUMBER
V361054

4. AMOUNT
$NO CHANGE

5. PERIOD OF GRANT (Month, Day,

FROM	THROUGH
7/1/73	6/30/74

6. MAKE CHECKS PAYABLE TO:
SAME AS ABOVE

7. GRANT AWARD IS (Check one)
A. ☐ NEW B. ☒ RE

8. PROPOSAL TITLE
Career Education in the Inner City

9. SCOPE OF WORK AND/OR SPECIAL CONDITIONS

A. This revision is issued to transfer the administration of this grant to Miss Kay Weintraub (Name)

Contracting/Grants Officer (Title) Phtladelphia, Pennsylvania (Address)

215-597-1371 (Telephone No.)

B. The Project Officer responsible for the technical monitoring of the project representative of the Grants Officer is,

Mr. Robert Smallwood (Name) 215-597-9097 (Telephone No.)

C. Payment Provision:

☒ 1. No Change

D. All other terms and conditions remain unchanged.

10. GRANT AUTHORITY	APPR	CAN	OBJ CL
P.L. 90-576, Title I, Part D	75X0273	2001600	41.51

APPROVED

11. NAME OF GRANTS OFFICER (Please type)
Otis Roberts

12. DATE
June 27, 1973

13. SIGNATURE OF AUTHORIZED GOVERNMENT OFFICIAL
Otis Roberts

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D. C. 20202

VENDOR NUMBER: 465011

NOTIFICATION OF GRANT AWARD

(Single Signature)

1. NAME AND ADDRESS OF INSTITUTION (No., Street, City, State, and ZIP Code)

The Public Schools of the District of Columbia
415 Twelfth Street, N.W.
Washington, D.C. 20004

2. GRANT NUMBER: OEG-0-73-5283

3. PROJECT NUMBER: V361054

4. AMOUNT: $108,512.00

5. PERIOD OF GRANT (Month, Day)

FROM	THROUGH
7/1/73	6/30/74

6. MAKE CHECKS PAYABLE TO:

SAME AS ABOVE

7. GRANT AWARD IS (Check one)
A. [X] NEW B. [ ] REV

8. PROPOSAL TITLE

Career Education in the Inner City

9. SCOPE OF WORK AND/OR SPECIAL CONDITIONS

A. In accordance with Grantee's proposal dated Dec. 15, 1972 and addendum thereto dated April 12, 1973, incorporated herein by reference.

B. Grant Terms and Conditions (OE Form 5241, 1/72) and Special Grant Terms and Conditions (OE Form 5241-1, 2/73), attached and made a part hereof.

C. Payment - See Article 3, Special Grant Terms and Conditions.

D. Reports - See Article 8, Special Grant Terms and Conditions.

E. Project Officer - The Project Officer responsible for monitoring all technical aspects of this Grant on behalf of the Government is Miss Mary Lovell Area Code 202- 963-5281. . The Project Officer is not authorized to make any commitments or authorize any changes which affect the grant amount, terms or conditions; any such changes shall be referred to the Grants Officer for action.

F. Project Director - Work and services shall be conducted under the direction of Ms. Bessie D. Etheridge . (See Article 24, Grant Terms and Conditions.)

G. This award covers the first budget period of a project period which is tentatively planned for two additional years.

H. Procedure for Continuation - (1) Continuation of this project into subsequent periods is contingent upon (a) the availability of funds to continue this

10. GRANT AUTHORITY	APPROP.	CAN	OBJ. CL
P. L. 90-576, Title I, Part D	75X0273	2001600	41.5

APPROVED

11. NAME OF GRANTS OFFICER (Please type): OTIS ROBERTS

12. DATE: MAY 4 1973

13. SIGNATURE OF AUTHORIZED GOVERNMENT OFFICIAL

Otis Roberts

OE FORM 5232, 12/69 REPLACES OE FORM 5232, 11/68, WHICH IS

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF CAREER DEVELOPMENT PROGRAMS
PRESIDENTIAL BUILDING
415 - 12TH STREET, N. W.
WASHINGTON, D. C. 20004

Rec'd 9/26/73

June 29, 1973

MEMORANDUM

TO: Mrs. Bessie Ethridge, Director
Career Development Implementation Project

FROM: Dr. Paul E. Cawein Paul E. Cawein

SUBJECT: Vocational Education Exemplary Grant

The full allocation of $108,512 received by the District of Columbia for Part D. Exemplary Project in its FY-1973 Vocational Education Grant is available for transfer to the account of the Career Development Implementation Project. These funds are to support program activities between July 1, 1973 and June 30, 1974. Since the Project is also the recipient of a direct grant from the U. S. Office of Education, consolidated quarterly and annual reports may be submitted. Please advise the account number to be used in the transfer.

This is the first year of support authorized under the regulations for these grant funds. Please inform this office should your projection of program and expenditures indicate a requirement to continue operations under this grant beyond June 30, 1974.

Obviously the task of implementing a Career Education Program K-9 in all schools of the District of Columbia cannot be completed by June, 1974. It is my understanding from your FY-74 Plan of Action, however, that you anticipate beginning the implementation of a model program in the pilot schools located within the Dunbar High School area. It is impossible at this time to commit the full Exemplary funds provided to the District under Part D of the Vocational Act to the continuation of K-9 implementation beyond June 30, 1974. However, in cooperation with the U. S. Office of Education, I hope that continued support can be provided to assure the continuation of city-wide implementation.

PEC:WWH:vjp

cc: Dr. James T. Guines
Dr. Sidney High, U. S. O. E.
Mr. Robert Smallwood, U.S.O.E., Region III

CAREER EDUCATION COUNSELING
CORE MEMBERS

Elementary	Vivian Gordon Seaton Elementary School
Junior High	Queen P. Boyd Randall Junior High School
High School	Florence Ridley Dunbar Senior High School
Junior High Career Education Advisor	John Porter Browne Junior High School
High School Career Education Advisor	Jackie Brooks Dunbar Senior High School
Bi-Lingual Counselor	Perry Johnson Lincoln Junior High School
Career Development Exemplary Project	Martha J. Roache Assistant Director
Guidance Department	Nathaniel Hill Director
Career Planning & Placement ...	Barbara Galloway Director
	Dorothy Jenkins Assistant Director

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER EDUCATION - COUNSELING
TEAM MEETING

WHEN: Thursday, February 26, 1976

TIME: 1:00 - 3:00 P.M.

WHERE: American Personnel Guidance Association
1607 New Hampshire Avenue, N.W.
(Board Room - 2nd Floor)

FACILITATOR: Martha J. Roache
Assistant Director
Career Development Exemplary
Project (724-4553 or 54)

A G E N D A

1:00 - 1:30 P.M. - - - - - - - - - - -Project Update
Martha Roache

1:30 - 2:30 P.M. - - - - - - - - - - -Overview of A.P.G.A.
Executive for Branch
Activities & Director
of Office of Human
Rights of A.P.G.A.

2:30 - 3:00 P.M. - - - - - - - - - - -Tour of A.P.G.A.
Library - Mrs.
Adelaide Siegel,
Librarian - A.P.G.A.

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THE GUIDANCE COUNSELOR IN THE CAREER DEVELOPMENT EXEMPLARY PROJECT

Martha J. Roache,
Assistant Director

Ellen F. Datcher
Assistant Director

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Participants In The Career Development Exemplary Project

1970 - 73 (Pilot Schools)

Elementary - Webb
Young

Jr. High - Browne
Evans

1973 - 76 (Title I Schools)

Elementary - Amidon; Drew; Lenox; Syphax; Tubman

Junior High - Jefferson

1973 - 76 (Project Schools)

Dunbar High School
Hamilton
Ludlow-Taylor
Wilson, J. O.

Shaw
Bundy
Cleveland
Scott-Montgomery
Seaton

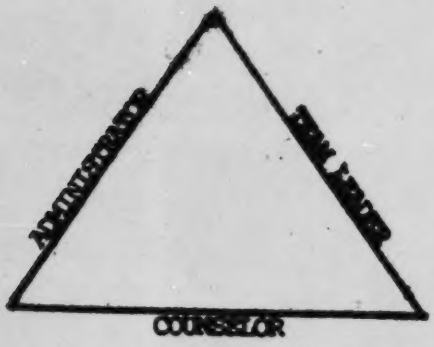
Stuart
Goding
Terrell

J. F. Cook
Perry
Walker-Jones

*Non-Public - Sts. Paul & Augustine

ROLE OF COUNSELOR IN CAREER EDUCATION

- Member of Interdisciplinary Team
- Consultant and Coordinator of Services
- Source of Information for Students
- Coordinator for Group Guidance
- Coordinator of Placement Services
- Coordinator of School - Community Resources
- Consultant for Curriculum Development
- Referral Services for Students
- Involvement of Teachers in Activities
- Participant in Parent Advisory Councils
- Arrangement of Field Trips
- Participant in Pre-service and In-service Programs
- Dissemination of Current Literature
- Participant in Local, State & National Meetings



1975-76 CAREER EDUCATION COUNSELOR
ACTIVITIES

ELEMENTARY

Career Education Spelling Bee
Puppetry
T.V. Youth News
Slide-Tapes on School Workers
School Bank and Post Office
Parent Career Clubs
City Planner Contest
School Newspaper

JUNIOR HIGH

Cluster Tour Guides
Interest Surveys
Resource Center Operation
Parent-Aide Program
Self-Concept Drills
Guidance Handbook For Teachers

SENIOR HIGH

Job Placement Bureau
Self-Appraisal Questionnaire
Prep Club
Student Scheduling
Cluster Implementation

ALL LEVELS

Career Unit Culminating Activities
Counselor Exchange Program
Community Involvement and Sessions

Presentation: APGA Convention, N. Y.

THE GUIDANCE COUNSELOR IN THE CAREER DEVELOPMENT PROGRAM

The Career Development Counseling Program must be a coordinated effort among educators to combine school, curriculum, and community strengths in meeting the specific developmental needs of students in an age of growth and expansion. Societal growth, as accelerating and fluctuating change, is the key to this conceptual framework; therefore, a futuristic orientation becomes a foundation of this component of the career development program.

The counselor joins with the teachers in developing a program that will more adequately serve the educational needs of all the school society. The focus of the program will be two-fold: First, to assist the student in seeing that he is a result of his choices and decisions and that he can learn to make decisions wisely. Second, the student must be helped to see the relationship between his present school activities and the career of all his tomorrows.

The student should become actively involved in reaching the following program objectives:

1. Students should be able to assess their own individual, emotional, social, educational, physical and vocational needs.

2. Students should be able to describe the vast variety of choices available in the world of work.

3. Students should be able to make some associations between their individual needs and the types of work choices which would satisfy those needs.

4. Students should be able to see a relationship between their school experiences and possible work experiences.

5. Students should learn how to use resource persons and materials so that they may learn the how? and the what? of accepting responsibility.

6. Students should learn to accept responsibility for their own self-understanding and for their own learning. They must be active participants, critical thinkers, planners, and doers.

7. Students should be able to express some knowledge of present conditions and possible future changes in the world of work.

8. Students should learn skills for communication among their peers and with adults. They will know that they need others, and others need them.

The Career Development Program, therefore, must do the following:

1. Share with other programs the responsibility to deal meaningfully and realistically with the multitude of problems known to characterize large urban school systems and efforts to change them.

2. Aim to change the concepts of academic and vocational education by incorporating them into a common program, so that neither the students going on to higher education nor those who do not will suffer from one or another form of "tracking."

3. Provide a coherent blending of various interrelated components, including academic instruction, counseling and guidance functions, full- and part-time employment opportunities for students, continuing education, and coordination of public education with the rich diversity of private and public institutions available in the District.

4. Provide high quality education that balances and integrates academic and career ingredients through:

    a. An interdisciplinary curriculum with careers as the primary content, so that academic and vocational subjects are seen less and less as separate compartments of "knowledge."

    b. A progressive increase in specialization that avoids premature commitment of students to a specific occupational entry into the world of work.

5. Provide for the development and use of meaningful techniques for needs assessment (to determine individual student's status with respect to various skills) and continuous progress assessment (to determine the movement of individual students along the various skills).

As a result of taking active responsibility for their own moral values, social needs, self-understanding, and learning, students should also begin to feel that they are worthwhile human beings. This in turn should help students to become conscious of the interdependency of our working society and the necessity for feelings of self-worth and self-respect.

In order to carry out his share of the responsibility for implementation of the program, the guidance counselor must accept the expansion of his function to include the following activities:

1. Assisting in orientation of all students to the Career Development Program,
2. Helping interpret the Career Development Program to parents and teachers,
3. Serving as a resource person to teachers on his team,
4. Assisting in identifying and organizing students and parents for participation in continuing activities,
5. Coordinating guidance activities with classroom activities,
6. Assisting in the selection of appropriate high impact activities, and
7. Sharing the responsibility for securing speakers, films, and other resources

Excerpt from: Teacher's Manual for the Career Development Curriculum Guides

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Elementary C.D. Interest Inventories

In order to understand children better, various types of inventories should be used. They can prove very illuminating to the counselors and teachers. Each inventory should be studied and interpreted in order to help the counselors and teacher.

The forms shown below should be used on separate days.

Inventory I

ALL ABOUT ME, MY FAMILY, AND HOME

My name is_____
I live at _____
My telephone number is _____
My birthday is _____
I have_____brothers and_____sisters
Their names are _____
My daddy works at_____
At home it is fun to
_____work in the yard
_____help mother in the house
_____watch TV
_____play with other children

Here is a picture of me, my family and my house.

or

Here is a picture of what I look like.

Inventory 2

MY FRIENDS, MY HOBBIES & INTERESTS

My special friends are_____
We like to play_____
I like to read about_____
I have a pet_____
My favorite comic book is_____
I like these "funnies" best in the newspaper_____
I like to collect_____
I like to take trips to_____
I go to movies about_____
My favorite TV programs are_____
I watch TV about_____hours a day
My favorite sports are_____
Here is a picture of my pet and me
I would like to be_____

or

Here is a picture of my friends and me playing one of my favorite sports.

Be sure that pupils understnad the vocabulary of the inventories. These inventories are suggestive only. You should create your own inventories, using these as guidelines.

Introduction to Secondary Curriculum

Checklist for Planning Step Two

(In Preparation for Step Three)

_____ Suggested high impact activity for team coordination:

_____ Activities for my discipline which need preplanning:

Activity	Approximate Date

_____ Contacts to be made:

_____ Interdisciplinary Tie - ins:

Activity	Discipline(s)	Approximate Date

_____ Occupations new to me:

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CAREER EDUCATION IN THE
DISTRICT OF COLUMBIA

Overall Objective: To facilitate the infusion of career education in all D. C. Public Schools.

Sub-Objective 1 - To establish a career foundations program at elementary level to focus upon the economic realities underlying our society and the expanding role of technology in modern life, in addition to meeting the learning needs of individual children.

2 - To adopt a career cluster concept based upon an analysis of career opportunities available in the Washington Metropolitan Area.

3 - To provide for a comprehensive survey of careers in our society in grades seven (7) and eight (8), students to move through a survey of all clusters integrated with all curriculum areas and correlated with expanded guidance and counselling services.

4 - To provide for exploratory work in cluster areas in grades nine (9) and ten (10), the program to offer a variety of elected experiences either solely in the junior high school or comprehensive high school setting or in conjunction with a career development center.

5 - To provide opportunities for in-depth preparation in grades eleven (11) and twelve (12), to be characterized by cooperative programs with business, industry and government, intensive job entry skill training and occupational guidance, counselling and placement.

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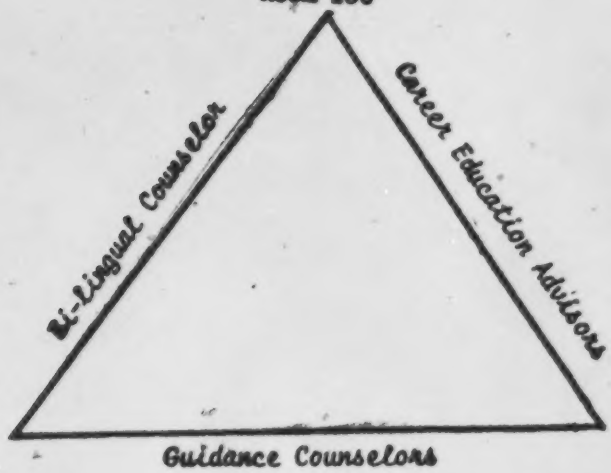

CAREER EDUCATION COUNSELING TEAM

TRIP

* * * *

WHEN:	FRIDAY, MAY 14, 1976
WHERE:	8:00 A.M. - 6:30 P.M.
WHERE:	PENNSYLVANIA GUIDANCE SERVICE CENTER HARRISBURG, PENNSYLVANIA
FACILITATOR:	MARTHA J. ROACHE ASSISTANT DIRECTOR

AGENDA

* * * * * *

8:00 A.M.	DEPARTURE
10:30 - 2:30 P.M.	TOUR PA. GUIDANCE CENTER
4:30 P.M.	DINNER
6:30 P.M.	ARRIVAL IN D.C.

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CAREER EDUCATION SIGHTSEEING GAME

- Martha Roache

Please list all the different kinds of workers that you see on our educational tour today. Game sheets will be checked this afternoon.

1.	11.	21.	31.
2.	12.	22.	32.
3.	13.	23.	33.
4.	14.	24.	34.
5.	15.	25.	35.
6.	16.	26.	36.
7.	17.	27.	37.
8.	18.	28.	38.
9.	19.	29.	39.
10.	20.	30.	40.

CAREER EDUCATION COUNSELOR ACTIVITIES

ELEMENTARY

Career Education Spelling Bee
Puppetry
T.V. Youth News
Slide-Tapes on School Workers
School Bank and Post Office
Parent Career Clubs
City Planner Contest
School Newspaper

JUNIOR HIGH

Cluster Tour Guides
Interest Surveys
Resource Center Operation
Parent-Aide Program
Self-Concept Drills
Guidance Handbook For Teachers

SENIOR HIGH

Job Placement Bureau
Self-Appraisal Questionnaire
Prep Clubs
Student Scheduling
Cluster Implementation

ALL LEVELS

Career Unit Culminating Activities
Counselor Exchange Program
Community Involvement Sessions
Parent Advisory Council Meetings

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CAREER EDUCATION COUNSELING TEAM

PROJECT STAFF: *Mrs. Bessie D. Etheridge, Director*

ASSISTANT DIRECTORS

Mrs. Martha J. Roache
Mrs. Ellen F. Datcher
Dr. Jarugula S. Rao

CAREER EDUCATION COUNSELING TEAM

The newest component of the District of Columbia career education effort is the Career Education Counseling Team. This team is composed of:

- Bi-lingual Counselors
- Career Advisors
- Guidance Counselors.

Monthly workshop sessions are held for the team members to insure coordinated guidance services to students, Kindergarten through Grade 12. Some of the topics covered at these meetings were:

role of counselor in career education;
importance of A.P.G.A. affiliation;
selection of students for career education centers;
guidance activities related to various grade levels;
preview of new career education materials at the Guidance Resource Center in Harrisburg, Pennsylvania.

Leadership for this cooperative venture has come from:

Mrs. Martha J. Roache, Assistant Director, Career Development Exemplary Project.

Mr. Nathaniel Hill, Supervising Director, Guidance Department.

Ms. Barbara Galloway, Director, Career Education Planning and Placement.

ROLE OF COUNSELOR IN CAREER EDUCATION

- Member of Interdisciplinary Team
- Source of Information for Students
- Coordinator for Group Guidance
- Coordinator of Placement Services
- Coordinator of School/Community Resources
- Consultant for Curriculum Development
- Coordinator of Referral Services for Students
- Consultant for Classroom Guidance Activities
- Participant in Parent Advisory Councils
- Coordinator of Educational Tour Experiences
- Participant in Pre-service and In-service Programs
- Dissemination of Current Literature
- Participant in Local, State and National Meetings

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STAFF DEVELOPMENT CALENDAR

SEPTEMBER, 1975

9/3 — Conference with Career Education coordinator of Region I on the fall program

9/5 — Conference with Career Education Coordinator of Region V on the fall program

9/15 - 19 — Micro-mini course, Orientation to Career Education for regional staff personnel and the staff of the Division of Instructional Services at Browne

9/20 — Education 670F, Orientation to Career Development, begins. 14 Saturdays at Hamilton Jr. High School

9/23 — Workshop for Educational Aides (Title I), Educational Media Center

CAREERGRAM

A N N O U N C E M E N T

Education 670F - Fall, 1975
4 Semester Hours

September 20, 1975 through
January 24, 1976
(14 Saturdays)
8:30 - 12:30)

Hamilton Jr. High School

Tuition payable to D. C.
Teachers College $60.00

Stipends available for project personnel only.

Pre-registration:
Please fill in project application form in duplicate and return both copies to project staff at Browne Jr. High.

INFORMATION - 396-5832

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
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ANNOUNCEMENT

For All Project Personnel
Career Education in the Inner City

Education 670F
Orientation to Career Development

D. C. Teachers College

January 25 - May 10, 1975
at: Browne Jr. High School

Tuition- payable to D.C.T.C. -$40.

Stipends available for project personnel

Application blanks available in <u>your school office.</u>

<u>Please submit in duplicate.</u>

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November 27, 1974

MEMORANDUM

FOR: All Project Personnel

FROM: The Staff
Career Development in the Inner City

RE: Education 670F

We are pleased to announce that Education 670F will be offered for project personnel beginning on January 25, 1975, and continuing on Saturdays through May 10, 1975.

An application blank is enclosed for your convenience. Please prepare it - in duplicate - and return both copies to us at Browne on or before December 15, 1974.

Except for the media experience, classes will meet at Browne.

Flyers announcing the course will be sent to your building so that others may have an opportunity to register.

Thanks for your interest and your patience.

Bessie D. Etheridge, Director

Ellen F. Datcher
Martha J. Roache
Jarugula S. Rao
Assistant Directors

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EDUCATION 670-F
AN ORIENTATION TO CAREER DEVELOPMENT

Browne Junior High School

JULY 7 - AUGUST 1, 1975

OFFERED BY: D. C. Teacher's College in cooperation with the Career Development Exemplary Project

Ellen F. Datcher
Jarugula S. Rao
Martha J. Roache — Assistant Directors

Bessie D. Etheridge — Project Director

JAMES T. GUINES
ASSOCIATE SUPERINTENDENT
DIVISION OF INSTRUCTIONAL SERVICES

INQUIRIES:

Browne Junior High School
24th & Benning Road, N. E.
Washington D. C. 20002
396 - 5831 or 5832

EDUCATION 670-P
AN ORIENTATION TO CAREER DEVELOPMENT

7/7/75	8:30	Registration and Teacher Survey
	9:30	Opening. Welcome and Introductions Overview of the Career Education Movement
		BREAK
	10:00	Overview of the D. C. Program Career Awareness Career Survey Career Exploration Career Preparation
	11:00	Overview of the Workshop Management Bulletin
7/8		Elementary Curriculum - J. O. Wilson School 5th & "K" Streets, N. E. Marian Carrick Rupertha Hunt Martha J. Roache
		Career Clusters and Curriculum - Browne Junior High School Ellen Datcher Jarugula S. Rao and Consultants
7/9		Elementary Curriculum (Continued) - J. O. Wilson
		Learning Systems - Secondary Lorraine H. Whitlock Bessie D. Etheridge

7/10 Elementary Curriculum (Continued)

* Trip to Columbia, Maryland
Report to Browne Junior High School

Career Clusters and Curriculum (Continued)

7/11 Learning Systems - Elementary - Browne Junior High School

Romaine Smith
Jacqueline Wilson

Career Clusters and Curriculum (Continued)

7/14 Elementary Curriculum (Continued)

Career Clusters and Curriculum (Continued)

7/15 Elementary Curriculum (Continued)

Career Clusters and Curriculum Report to the Lightship Chesapeake, 1201 Ohio Drive, S. W.

7/16 Elementary Curriculum
* Meet at Browne at 12:30 for transportation to the Museum of African Art

Career Clusters and Curriculum (Continued)

7/17 Meeting the Needs of Exceptional Children
Division of Special Education

James Gillespie
Sylvester Dory
Gwendolyn Louden
Michael Snipes

* Assemble on the sidewalk.
In the event of rain, assemble in the lobby.

7.17 Meeting the Needs of Exceptional Children (Continued)

Anna Williams
and
Educational Aides

7/18 Multi-Media

Group A - Media Center
Harry S. Burke and Staff

All Others - Browne Junior High School
Audrey Ailar
Creola Brice

**Final Date for Submission of Learning Packages

7/21 Multi-Media

Group B - Media Center
All Others - Browne Junior High School

7/22 Multi-Media

Group C - Media Center
All Others - Browne Junior High School

7/23 Multi-Media

Group D - Media Center
All Others - Browne Junior High School

7/24 Tool Technology - Browne Junior High School

Larry Albert
Theresa Berry
Olive DeShields
Macon Knox
Rosie Lucas

7/24		Career Clusters and Curriculum (Continued)
7/25		Tool Technology (Continued)
		Career Clusters and Curriculum (Continued)
7/28		Elementary Curriculum - Browne Junior High School
		Career Clusters and Curriculum (Continued)
	11:00	Interaction
7/29		Elementary Curriculum - Browne Junior High School
	1:00-4:30	Career Clusters and Curriculum - Lewis Hotel-Motel School, 2301 Pennsylvania Avenue, N. W.
7/30		Tapping Community Resources Project Staff Consultants Educational Aides
7/31		*Tour - All participants report to Browne Junior High School
8/1		Team Planning
		Evaluation

Education 670-F
An Orientation to Career Development

CALENDAR

October 6, 1973

Rooms 226 - 227

9:00 Welcome
9:30 Pre-test
10:00 "Some Day", slide-tape presentation
10:30 Overview of the Workshop Break
11:00 Introduction to the Program

October 13 9:00 - 1:00

K-3	Senesh	Room	215
4-6	Man/A Course of Study	"	226
Secondary -	Secondary Curriculum	"	227

October 20

Senesh	Room	215
Man/A Course of Study	"	226
Secondary Curriculum	"	227

* ASSIGNMENT I due today
Visit to Resource Center - Carver

October 27 9:00 - 1:00

Senesh	Room	215
Man/A Course of Study	"	226
Secondary Curriculum	"	227

Continued

* ASSIGNMENT II due today
Visit to Educational Media Center

November 3 9:00 - 1:00

4-6 Man/A Course of Study Room 226
Continued

K-3 and Secondary Educational Media
Location: Educational Media Center
1709 3rd Street, N. E. 4th Floor

November 10 9:00 - 1:00

4-6 Man/A Course of Study Cont'd

K-3 and Secondary - Educational Media Cont'd

November 17 9:00 - 1:00

All Participants:
The Systems Approach to Teaching and Learning

Location: Wilson Building Rooms 226-227

December 1 9:00 - 1:00

All Participants:

Tapping Community Resources Rooms 226-227

December 7 4:00 - 8:00 p.m.

Elementary and Secondary
Photography

Secondary
Tool Technology

Location: Browne Jr. High School

December 8 9:00 - 1:00

Photography and Tool Technology
Continued

* ASSIGNMENT III due today

December 15 9:00 - 1:00

Elementary Tool Technology

Secondary Integrating Career
Education into the Curriculum

Location: Webb School
Mt. Olivet Road and Holbrook Streets, N. E.

January 5 9:00 - 1:00

Tool Technology Cont'd

Integrating Career Education Cont'd

* ASSIGNMENT IV due today

Interdisciplinary Team Report

January 12 9:00 - 1:00

Tool Technology Cont'd

Integrating Career Education... Cont'd

* ASSIGNMENT V due today

Tour

January 19

9:00 Curriculum

Elementary	Room 215
Secondary	Room 226

12:00 Post-test
12:30 Evaluation

Location: Wilson Building Rooms 226-227

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
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September 16, 1974

MEMORANDUM

FOR: Regional Superintendents
Supervising Directors, Subject Fields
Members of Title I Staff

FROM: Bessie D. Etheridge, Director
Career Development Exemplary Project

RE: Phase I
Mini Course - Orientation to Career Education

The staff of the Career Development Exemplary Project offers a mini-course, Orientation to Career Development, for at least four members of each regional staff directly concerned with instruction; supervising directors, subject fields; and members of the staff of Title I.

I enclose a statement outlining the plan which has the approval of the Associatite Superintendent, Division of Instructional Services.

The proposed time line for this course follows:

9:00 - 3:00

10/3	Career Education U.S.A. Career Education, Washington, D.C. History, Scope and Sequence
10/10	Career Awareness
10/17	Career Survey and Exploration
10/24	Career Preparation
10/31	Tapping Community Resources
11/7	Establishing the Prototype

Unassembled. Follow-up

On or before December 6, 1974, Project staff will be available, at the convenience of regional superintendents, to meet with regional teams at their sites for conferences concerning plans for Phase II; Implementation Strategies

Please call to make an appointment for this conference.

Will you consider this offer and let us have your reactions to it on or before 9/27/74. We would like to include this series on our staff development calendar.

Regional Superintendents

If you decide to participate in this effort, please send us the names of persons from your staff who will attend, together with the location of your center and telephone numbers.

All Others

Please send your names, addresses and a telephone number where you can be reached during the day.

Bessie D. Etheridge

Bessie D. Etheridge
Director
Career Development Exemplary Project

Enclosures: 2

BDE/jcw

REPONSE SHEET

DATE _____

REGION _____

OTHER _____

The following person (s) will participate in the mini-course, Orientation to Career Education:

NAME	OFFICE ADDRESS	PHONE

Signature _____
Regional Superintendent

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

A N N O U N C E M E N T

A Micro-Mini Course

ORIENTATION TO CAREER EDUCATION, D.C.

WHEN: September 15 - September 19, 1975
8:30 A.M. to 12:30 P.M.

WHERE: Browne Junior High School - Room 109

CONTENT:

MONDAY - Career Education: The National Scene
Career Education: The Local Scene

TUESDAY - The Awareness Stage: PreK-6

WEDNESDAY - The Survey Stage: Grades 7 and 8

THURSDAY - The Exploration Stage
Phase I - Grade 9
Phase II - Grade 10

FRIDAY - The Preparation Stage - Grades 11 and 12

Evaluation

WIND-UP

The Staff of the Career
Development Exemplary Project
Bessie D. Etheridge, Director

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

September 4, 1975

MEMORANDUM

FOR: Regional Superintendents and Staff
Associate Superintendent, Division of Instructional Services and Staff

FROM: Bessie D. Etheridge, Director

RE: Additional Career Education Support

Your enthusiastic response to our invitation for involvement last year prompts our staff to plan for increased support of your career education efforts during SY 1975-76. To this end we will offer a Micro-Mini Course to provide for Regional Superintendents, Regional Office Staff Members, and Central Office Staff Members a second opportunity to have an in-depth look at the model for career education in D. C. Public Schools.

The Micro-Mini Course will be conducted September 15th - 19th from 8:30 A.M. until 12:30 P.M., in Room 109 at Browne Junior High School.

Although this course is designed primarily for staff members who did not participate in the 1974 Mini Course, the session scheduled for Thursday, September 18th, will provide new information about the Exploration Stage and a chance to examine new curriculum materials being pilot tested this fall.

We look forward to your active involvement with us in making career education a reality in all D. C. Public Schools. Kindly return the response form not later than September 11th or call in your reservations, 396-5832. Copies of the announcement are sent for your convenier .

Bessie D. Etheridge
Director
Career Development
Exemplary Project

Encls.

BDE:jrm

MEMORANDUM

TO: Bessie D. Etheridge, Director
Career Development Exemplary
Project

Re: September '75 Micro-Mini Course

The following persons from my office will participate in the Micro-Mini Course, September 15th thru 19th at Browne Junior High School.

NAME	POSITION

SIGNED

TELEPHONE NO.

DATE

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
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Room 206

1st Semester Career Education

Workshop For Aides

WHEN: Tuesday, October 29, 1974
8:00 A.M. - 4:00 P.M.

WHERE: Career Education Center
Browne Jr. High School
Language Lab

FACILITATORS: Ellen Datcher
J. S. Rao
Martha J. Roache

AGENDA

8:00	Coffee & Registration
8:15	Sales & Responsibilities of Educational Aides
9:15	Scheduling
9:45	Break
10:00	Activity Period
11:40	Classroom Visitation
12:30	Lunch
1:00	Vocational Guidance Week Preparation
2:00	Demonstration of Xerox techniques
3:00	Developing Career Ed. Packets

MEMORANDUM

For: All Elementary Teachers
and Counselors

From: The Staff, CEIC
Re: MASS PRODUCTION WORKSHOP

Date December 7, 1974

Time: 9:00 - 12:00

Place: Browne Jr. High School
(Follow the signs.)

Please join us for a very
productive morning.

CAREER GRAM I

FROM THE DESK OF: Ellen F. Datcher
Assistant Director E.F.D.

TO: Teachers, Counselors and Administrators in Project Junior High Schools

ANNOUNCEMENT

Summer Seminar for project school personnel who have completed Ed. 670F and wish an additional in-depth experience with infusion strategies.

WHERE:	Browne Junior High School
WHEN:	Monday, June 16 - Friday, June 27th 9-12 noon
WHAT:	1st week: - Constructing Learning Packages and Learning Stations (5 Sessions)
	2nd week: - Developing Gaming and Simulation Activities (5 Sessions)
Bonus:	Preparing Educational Media Materials June 17, 18,19th from 12:30 - 3:30 at Educational Media Center for the first 20 teachers who apply (3 sessions)
Stipend:	$15.00 per session

Indicate your preference on the attached pre-registration form and return the form to me immediately.

REMINDER: The Staff is also eagerly awaiting applications from personnel in our school who have not had Education 670F. This course is scheduled for July 7th to August 1st.

CAREER DEVELOPMENT EXEMPLARY PROJECT, BROWNE JUNIOR HIGH SCHOOL
1 & BENNING ROAD, N.E. 396-5831 OR 396-5832

CAREER GRAM

FROM THE DESK OF: Bessie D. Etheridge

TO: Teachers and Counselors,
Dunbar High School

It's time to focus special attention upon the tenth grade program of career education as a whole - to plan a sequence that will articulate well with the ninth grade program and prepare for the eleventh and twelfth grade experience.

The staff of the Project has set aside two weeks this summer so that teachers who have completed Education 670 F may sit together and pla

a. the sequence

b. strategies for implementation

c. materials and media for possible use

This "seminar" will take place at Browne Jr. High School, July 14 through 25, 8:30 - 12:30. A stipend of $15.00 per diem will be available. No semester hours will be granted.

Since our organization at this level is by content area, I hope tha many disciplines will be represented as well as guidance personnel.

Won't you consider joining us? We need your help.

Please fill out the tear section below and return it to me at once.

I will attend. Date:

Name:

Home address: Phone:

Subject:

SEMINAR FOR SENIOR HIGH SCHOOL TEACHERS

July 14 - Joint Meeting

Ice Breaker

Update on the D.C. Program

Conceptual framework of the Exploration Experience

Phase 1 - grade 9

Phase 2 - grade 10

July 15 - Organization Plans

9:00 - 10:00 The Open Classroom

The Task

B R E A K

10:15 - 12:00 The Task (continued)

July 16

8:00 - 9:00 The Systems Approach - Joint Experience

9:00 -12:00 Possible Design -- Decisions

July 17 The Design Developed

9:00 - 12:00

July 18 Report and Polish

July 21-23 The Exploration Component - Joint Meeting
Grade 9

July 24-25 Complete the plan

Guidance

Life Skills

Exploration

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

September 12, 1975

MEMORANDUM

TO: Project School Principals and Educational Aides

FROM: Ellen F. Datcher, Assistant Director

SUBJECT: Media Utilization Workshop

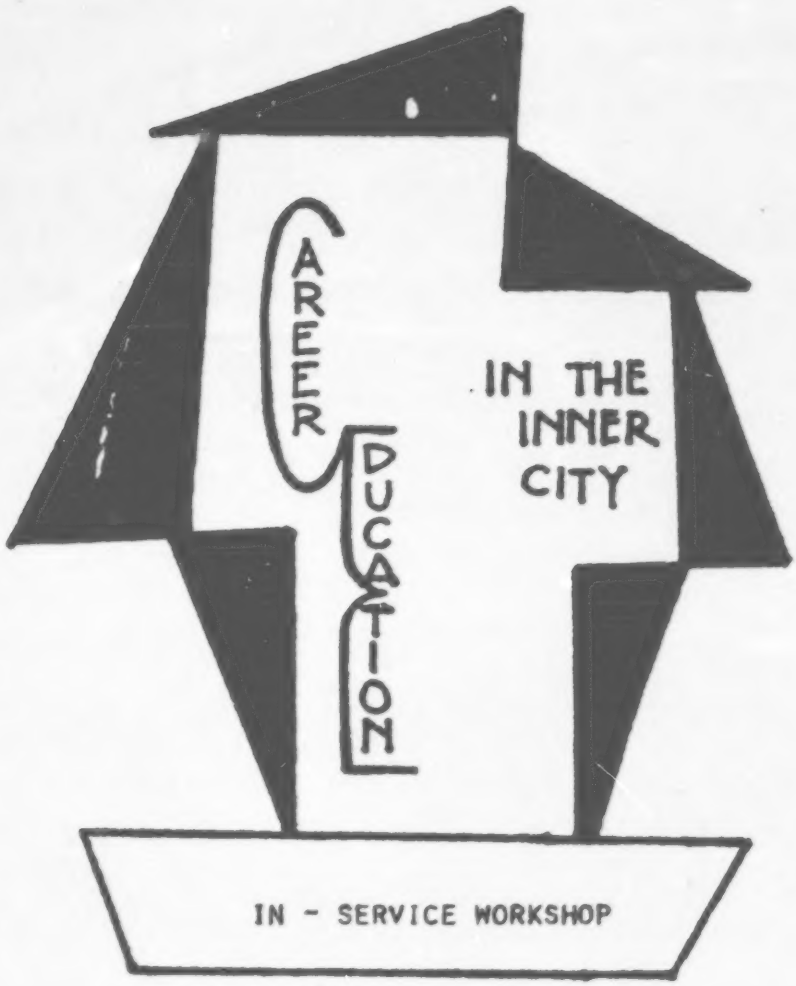
We have scheduled a media utilization workshop for educational aides in Project schools for Tuesday, September 23, 1975, from 8:00 A.M. until 4:30 P.M. at the Educational Media Center, 3rd & R Streets, N.E.

Aides are urged to bring with them pictures which they wish to mount or from which they wish to make slides or transparencies.

We are expecting all aides assigned to Project schools by this office. In addition principals may include other aides on their faculties in this experience. Kindly return the enclosed response form as soon as possible in order that we might make adequate preparation for this day.

This will be an exciting and rewarding experience.

TO: ALL TEACHERS IN CAREER EDUCATION PROJECT SCHOOLS



WHEN: Saturday, November 8, 1975
9:00 A.M.(Sharp) 12:30 P.M.

WHERE: Hamilton Junior High School
6th & Brentwood Parkway, N.E.
(Park in the rear of the building)

STIPEND: $15.00

NOTE:
1. Each Elementary Teacher is asked to bring the cop of the Seneah Resource Guide issued to you.
2. Each Secondary Teacher is asked to bring the copy of the cluster module you are presently using.

Walker-Jones Elementary School
First and L Streets, N. W.
Washington, D.C. 20001

October 10, 1975

FIRST STAFF DEVELOPMENT MEETING

"Career Education"

Staff Planning of Activities for the Career Education Program.

INTRODUCTION

The basic underlying concept of career education is that all pupils should be helped to understand that there is dignity in all work. Pupils should be able to relate career education to their general education.

Career education begins with the kindergarten children, focusing upon a positive self-awareness program. It continues at middle school levels with an in depth exploration of self and survey of some career areas. The high school level has a more specialized program geared to placement assistance at the end of high school. Through all grade levels career education is correlated with basic subject areas to show their relationship to the world of work. Students are provided "hands-on" experiences, field trips, resource people and role playing activities.

PRESENTATION

1:15 - 1:25 - General Business and Introductions - Mrs. Wilhelmina B. Thomas
1:25 - 1:45 - Review of Career Education Workshop Summer "75" Workshop participants
1:45 - 2:45 - Planning your Career Education Program at Walker-Jones School - Mrs. Martha J. Roache, Assistant Director.
2:45 - 3:15 - Exhibit of Workshop Materials come up and browse.

EVALUATION

- Have I accepted the goals and philosophy of career education?
- Have I planned constructively to incorporate career education into my regular program?
- Have I prepared my curriculum materials to implement career education in my teaching strategies.

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Bunning Road, N.E.
Washington, D.C. 20002
Room 206

In-Service Workshop For Teachers In The

Career Development Exemplary Project

DATE: Saturday, November 8, 1975

TIME: 9:00 A.M. - 12:30 P.M.

PLACE: Hamilton Junior High
2nd floor Multi-Purpose Room

AGENDA

9:00-9:30	Project Update Bessie Etheridge, Director Career Development Exemplary Project
Session I	Group A Elementary Personnal Consultant: Richard Barrows, Developer of the Seneah World of Work Series (Burlington, Mass.) Facilitator: Martha J. Roach
9:30-12:30	Group B Secondary Personnel Strategies for Implementation of the Cluster Concept Facilitators: Ellen F. Datcher Bessie D. Etheridge Jarugula S. Rao
9:30 -	General Session
9:40-11:15	School Team Meetings
10:45-11:00	Coffee Break
11:15-11:30	Sharing Session (2 minutes each school).

AGENDA -2-

11:30-12:30	Survey Session for 7th & 8th grade teachers - Dr. Rao
	Exploration Session for 9th grade teachers - Mrs. Datcher
	Preparation - Mrs. Etheridge
11:00-11:15	Break (Elementary)
Session II	Group A The Seneph Program cont'd
	Group B Strategies For Implementation cont'd
12:30	Adjournment

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
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Room 206

ANNUAL HAROLD MCCULLY CONFERENCE
ADULT EDUCATION CENTER - MARYLAND U.

Friday, December 5, 1975

SESSION: "CAREER EDUCATION: THE WHOLE CHILD, THE WHOLE TEAM"

TIME: 10:30 A.M. - 12:00 Noon - (Room 2112)

COORDINATOR: Martha J. Rosche, Assistant Director
Career Development Exemplary Project

A G E N D A

10:00 - 10:40 A.M. - Career Education Game

10:40 - 11:00 - Overview of the Project
- Ellen Datcher, Assistant Director

11:00 - 11:20 - Slide Presentation of Career Development Exemplary Project

11:20 - 11:50 - Role of The Counselor In Career Education
- Alexeeta Mull[illegible] Counselor
Amidon Elementary School

- Phoebe Layton, Counselor
Jefferson Junior High School

- Charles Skinner, Counselor
Dunbar High School

11:50 - 12:00 Noon - Career Education Counseling Team Component
- Martha Rosche

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
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Room 20[illegible]

CAREER EDUCATION - PRE-KINDERGARTEN
AND KINDERGARTEN TEACHERS' MEETING

Pre-Kgn./Kgn. Teacher: _____

School: _____

WHEN: Thursday, January 22, 1976

TIME: 3:00 P.M.

WHERE: Walker-Jones Elementary School
(Pre-Kgn. Center, 1st Floor)
1st and "L" Streets, N. W.

(Parking available on school lot)

PARTICIPANTS: All Pre-Kindergarten and Kindergarten Teachers in the Career Development Exemplary Project

FACILITATOR: Martha J. Roache
Assistant Director
Career Development Exemplary Project

MJR:jrm

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
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Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

February 23, 1976

CAREER EDUCATION WORKSHOP

DATE: Monday, February 23, 1976
7:00 P.M.

PLACE: Mt. Carmel Baptist Church
3rd and I Sts., N. W.

COORDINATOR: Norma F. Johnson
Teacher, Coding School

A G E N D A

7:00 - 8:00 Overview of the Career Development Project, D.C. Public Schools

Martha J. Roache, Assistant Director

8:00 - 9:00 Tapping A Community Resource

Fannie Hill, Consumer Adviser
Washington Gas Light Company

CAREER EDUCATION LEADERSHIP WORKSHOP
BROWNE JUNIOR HIGH SCHOOL
SPONSORED BY THE
CAREER DEVELOPMENT EXEMPLARY PROJECT

MONDAY, MAY 17, 1976

A.M.	SESSION I - AUDITORIUM 9:00 - Noon
PRESIDING:	Dr. Jarugula S. Rao Workshop Coordinator
GREETINGS:	
OPENING ACTIVITY:	Mrs. Martha J. Roache Assistant Director
A GLOBAL VIEW OF CAREER EDUCATION:	Mrs. Bessie D. Etheridge Director
THE D.C. CAREER EDUCATION MODEL:	Mrs. Ellen F. Datcher Assistant Director
THE ROLE OF THE DEPARTMENT OF CAREER DEVELOPMENT PROGRAMS:	Dr. Otho Jones Assistant Superintendent
ESAA SUPPORT OF CAREER EDUCATION:	Mrs. Angela Shelby, Coordinator Career Education Component, ESAA
STATUS OF CAREER EDUCATION:	A Report of Regional Efforts
L U N C H	Noon - 12:45 P.M.
P.M.	SESSION II - Library 12:45 - 3:00 P.M.
PRESIDING:	Mrs. Alverta Munlyn, Chairperson Career Education Parent Advisory Council
GREETINGS:	Mr. William S. Rice Superintendent, Region I
PARENTS IN ACTION:	Mrs. Alverta Munlyn
ESTABLISHING RAPPORT WITH PARENTS:	Mrs. Ellen Datcher

COMMUNITY SUPPORT: Mrs. Doris Early, Member
Career Education Advisory Council

TAPPING RESOURCES IN THE COMMUNITY: Mrs. Martha Roache

WIND-UP

TUESDAY, MAY 18, 1976

P.M. SESSION III - AUDITORIUM - 9:00 A.M. - NOON

PRESIDING: Mr. Andrew Weeks, Principal
Stuart Junior High School

GREETINGS: Dr. James T. Guines
Associate Superintendent
Division of Instructional Services

Dr. Margaret Labat
Superintendent, Region IV

SPEAKER: Mr. Santee C. Ruffin, Jr.
Director of Urban Services
National Association of
Secondary School Principals

"Curriculum Changes for the 1980's"

QUESTIONS AND ANSWERS:

GROUP SESSIONS: TEACHERS - Room 128
COUNSELORS - Room 111
ADMINISTRATORS - Room 109
LIBRARIANS - Room 200
REGIONAL COORDINATORS - LIBRARY ANNEX

GROUP REPORTS: LIBRARY

L U N C H Noon - 12:45 P.M.

P.M. SESSION IV - 12:45 - 3:00 P.M.

PRESIDING: Mrs. Edna Becton,
Librarian (Randall)

GREETINGS: Mr. Gilbert Diggs
Superintendent, Region V

IMPLEMENTATION STRATEGY SESSIONS:

Teachers - Room 128
Mrs. Datcher

Counselors - Room 111
Mrs. Roache

Administrators - Library Annex
Dr. Rao

Librarians - Room 109
Mrs. Etheridge

(Regional coordinators and guests may choose the session they wish to attend.)

THURSDAY, MAY 20, 1976

A.M. SESSION V - Library 9:00 A.M. - NOON

PRESIDING: Mrs. Rosa Simpkins
Teacher (Simmons)

GREETINGS: Mr. Napoleon Lewis
Superintendent, Region III

Demonstrations of Productive Project Activities

" THE HIGH SCHOOL ENGLISH TEAM AT WORK" - Library

PRESENTERS: Mrs. Josephine Stewart
Mr. Arnold Popopsky
Mr. John Garverick
(DUNBAR)

"TEACHING PRINCIPLES OF ECONOMICS TO ELEMENTARY STUDENTS" - ROOM 111

PRESENTERS: Mrs. Portia Etheridge, Teacher
Mrs. Diane Lawrence, Parent
Mrs. Tyson, Parent
Carrie Tyson. Arthur Rice, Ursula Barnes, Marcia Triplett, Morris Reid. Channel Love, Felicia Williams
(Students)

"PRACTICAL APPROACHES TO INFUSION STRATEGIES IN JUNIOR HIGH" - Room 200

PRESENTERS: Mr. Namon Mitchell (Randall)
Mr. Lynwood Williamson (Browne)

"FROM TEACHING CONCEPTS TO HANDS-ON EXPERIENCE" Room 128

PRESENTERS: Mrs. Gwendolyn Chamberlain
Miss Jacqueline Hagans (Amidon)

L U N C H Noon - 12:45

P.M. SESSION VI - Room 111 12:45 - 3:00

PRESIDING: Mr. John Porter
Career Advisor (Browne)

GREETINGS: Dr. Dorothy Johnson
Superintendent, Region II

SPEAKER: Mrs. Mary Nasibi, Region VI
Assistant Director
Curriculum and Staff Development

Exhibits of Instructional Materials - Library

Teacher-Made
Commercial

FRIDAY, MAY 21, 1976

A.M. SESSION VII - Library 9:00 A.M. - Noon

PRESIDING: Mrs. Bessie D. Etheridge, Director

GREETINGS: Dr. Gary Freeman
Superintendent, Region VI

SCHOOL TEAM PLANNING SESSIONS: (Room Assignments to be made)

L U N C H Noon - 12:45

P.M. SESSION VIII

REGIONAL TEAMS AT WORK: 1:00

Regions I and VI - Library Annex
Region II - Room 111
Region III - Room 109
Region IV - Library
Region V - Room 128

REPORTING SESSION: 2:00 P.M. Library

CLOSING REMARKS: Mrs. Hilda Mason
D.C. Board of Education

Monday, May 17, 1976

Theme: Update Career Education in the District of Columbia

On Monday Morning, May 17, 1976, the Staffs of Career Development Exemplary Project; Division of Career Education Programs, and Career Education Component (ESAA); and Regional Coordinators have shared with the participants of Career Education Leadership Conference the career education activities they have been involved to date.

In the afternoon, the participants discussed school - community as a two-way street. Mrs. Alverta Munlyn was the Chairperson for the afternoon session.

The following were the special guests:

Dr. Otho Jones
Division of Career Education Programs

Mrs. Angela Shelby
Career Education Component (ESAA)

Mrs. Alverta Munlyn
PAC Chairperson

Mrs. Murice Jefferies
PAC Vice-Chairperson

Mr. Santo Marzullo, WTI

Mr. Paul Collins, APGA

Mr. James Taylor
Region II

Tuesday, May 18, 1976

Theme: "Curriculum Changes for 1980's"

AM

9:00 - Welcome -

Mr. Andrew Weeks, Principal
Stuart Junior High School
Chairperson

9:15 - Greetings -

- Dr. James T. Guines
Associate Superintendent

- Dr. Margaret Labat
Superintendent, Region IV

9:30 - 10:15 -

- "Curriculum Changes for 1980's" by -

Mr. Santee C. Ruffin, Jr.
Director of Urban Services
National Association of Secondary School Principals (NASSP)

10:15 - 11:15 - Group Sessions

11:15 - 12:00 Noon -

- Group Reports

12:00 Noon - 12:45 P.M. -

L U N C H

12:45 - 3:00 P.M. -

- Strategy Sessions For:

Mrs. Mary Nasibi
Region VI

Mrs. Shelia Handy
Region III

Mrs. Doris Early
Education Specialist
Walter Reed Hospital

. Administrators

. Teachers

. Librarians

. Counselors

Highlighting:

Mr. Santee C. Ruffin's Speech

Facilitators:

. Bessie D. Etheridge

. Ellen F. Datcher

. Jarugula S. Rao

. Martha J. Roache

ATTENTION

* * * * * * * * * *

ALL CAREER EDUCATION LEADERSHIP SEMINAR PARTICIPANTS

PLEASE BRING ANY ONE OF THE FOLLOWING ITEMS TO OUR MEETING ON THURSDAY, MAY 20TH:

EGG CARTON

GLASS SODA OR WINE BOTTLE

JUICE OR SODA CAN (REMOVE ONE LID COMPLETELY)

ATTENTION

* * * * * * * * * *

ALL CAREER EDUCATION LEADERSHIP SEMINAR PARTICIPANTS

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ATTENTION

* * * * * * * * * *

ALL CAREER EDUCATION LEADERSHIP SEMINAR PARTICIPANTS

PLEASE BRING ANY ONE OF THE FOLLOWING ITEMS TO OUR MEETING ON THURSDAY, MAY 20TH:

EGG CARTON

GLASS SODA OR WINE BOTTLE

JUICE OR SODA CAN (REMOVE ONE LID COMPLETELY)

CAREER EXPO '75': A Chronicle of Progress

AN OPEN INVITATION TO THE WASHINGTON COMMUNITY

Directed by the staffs of the Career Development Exemplary Project and the Division of Career Development Programs. Sponsored by the D.C. Board of Education Committee on Adult Education and Career Development.

Saturday, May 17, 1975

Browne Jr. High School
24th & Benning Rd., N.E.
Washington, D.C.
Auditorium (Opening Exercises)

9:00 A.M. --- 2:00 P.M.

Keynote Speaker: Dr. Kenneth Hoyt, Director
Office of Career Education
U.S. Office of Education

ALSO: People Who Have Made Career Education a Reality in D.C.

Exhibits of Instructional Materials

Multi-Media Presentations

*Bring a sandwich or two - Coffee, punch and dessert will be served

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CAREER EXPO '75 PRE-REGISTRATION CAREER EXPO '75

NAME: _____

ADDRESS: _____ Tel. # _____

EDUCATION POSITION: _____

(Ex., student, parent, community leader, teacher, administrator, Board member)

Return this form to: Mr. George A. Clanton, Bruce Administration Building
770 Kenyon Street, N.W., Washington, D.C. 20010

1:00 p.m.

COMMITTEE MEETING
LIBRARY

Presiding — Mrs. Barbara Lett Simmons
Chairlady
Committee on Adult
Education and Career
Development
D. C. Board of Education

PLANNING COMMITTEE

Ms. Bertha Bolden	Ms. Susie Morgan
Ms. Erna Chapman	Dr. Jarugula Rao
Mr. George Clanton	Ms. Martha Roache
Ms. Bessie Etheridge	Ms. Angela Shelby
Ms. Linda Freeman	Mr. Sol Silverman
Dr. Dennis Golabek	Mr. Edward Tangman

Ms. Ellen Datcher, Coordinator

The Committee gratefully acknowledges the splendid support provided by the Staff of Browne Junior High School; teachers, counselors, administrators and parents in other project schools; students; and, the community resource persons who have made Career Expo '75 possible.

We also appreciate the door prizes so generously donated by The Hecht Company, Toast and Strawberries, Woodward & Lothrop, and our friend.

CAREER EXPO '75

A CHRONICLE OF PROGRESS

Directed by the Staffs of the Career Development Exemplary Project and the Department of Career Development Programs. Sponsored by the D. C. Board of Education Committee on Adult Education and Career Development.

Browne Junior High School
24th & Benning Road, N. E.
Washington, D. C.

May 17, 1975

OPENING SESSION
AUDITORIUM

9:00 a.m.

Presiding	Mrs. Bessie D. Etheridge Director Career Development Exemplary Project
Greetings	Col. William Rumsey Deputy Director Department of Recreation District of Columbia
	Mr. Albert Long Chairman D. C. Vocational Education Council
Musical Selections	Browne Junior High School Glee Club Mrs. J. Delaney, Director
Speaker	Dr. Kenneth B. Hoyt Associate Commissioner for Career Education United States Office of Education
Remarks	

10:00 a.m.

RIBBON CUTTING

10:00 a.m. - 12:00 noon

EXHIBITS & DEMONSTRATIONS
(See Floor Plans)

11:30 a.m.

Randall Modern Dance Group	Auditorium

12:00 noon

LUNCHEON
CAFETERIA

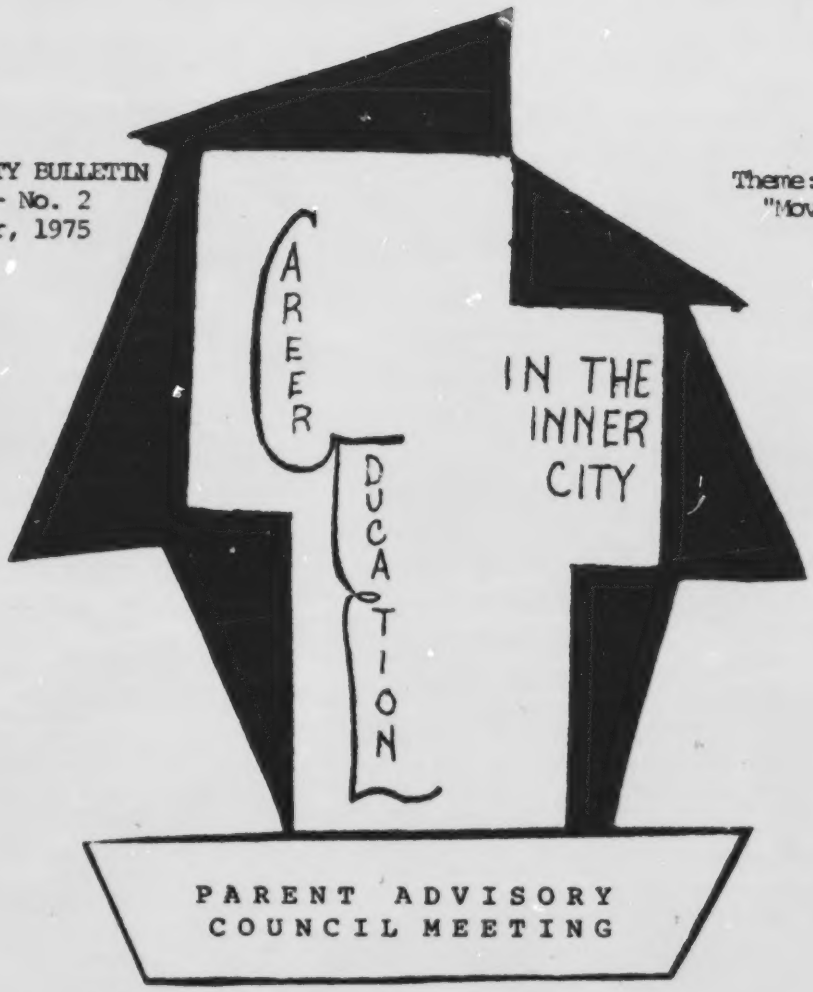
Presiding	Dr. Otho Jones Assistant Superintendent Department of Career Development Programs
Greetings	Mr. James Spicer Chairperson Career Education Parent Advisory Council

LUNCHEON

Fashion Show	Distributive Education Clubs of America
Speaker	Dr. Barbara A. Sizemore Superintendent D. C. Public Schools
Evaluation	Ms. Susie Morgan Supervisor Career Advisors

COMMUNITY BULLETIN
vol. 3 - No. 2
November, 1975

Theme:
"Moving Ahead"



WHEN: 9;30 - 11:00 A.M. - Tuesday, November 11, 1975

WHERE: Watha Daniel Library
7th & Rhode Island Avenue, N. W.

WHAT: What is Career Education in D. C.?
How Can Parents Help?

ALSO: A Look at Food Programs Available for Students in D. C. Schools.

Alverta Munlyn
Chairperson

For further information, call the Career Development Exemplary Project Office - 724 - 4553 or 4554.

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER EDUCATION PARENT
ADVISORY COUNCIL

November 11, 1975
Watha Daniel Library

A G E N D A

Presiding - - - - - - - - - - - - - - - - - - - Ms. Alverta Munlyn
Chairperson

Invocation - - - - - - - - - - - - - - - - - - Mr. James Spicer
Chaplain

Call to Order

Minutes of October Council Meeting

Overview of Career Education
Program - "Purpose and Goals" - - - - - Ms. Bessie Etheridge
Director

Recommendations from October
Steering Committee Meeting

Program Plan for the Year -
"Where and How are We Going?"

The Breakfast Program - "Stick-Up
for Breakfast" - - - - - - - - - - - - - Ms. Shirley Rougheau

Adjournment

For further information, call the Career Development Exemplary Project Office - 724 - 4553 or 4554 (our new number).

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

Career Education Parent Advisory Council Meeting

WHEN: Tuesday, February 11, 1975 (9:30 - 11:00 A.M.

PLACE: Cleveland Elementary School
8th & T Sts., N.W. (Library)

A G E N D A

9:30 Call To Order - Jim Spicer, Co-Chairman

Prayer - Valerie Watson, Chaplain

Welcome - Marie Perry, Principal,
Cleveland Elem. School

Roll Call - (Steering Committee) -
Edmonia Hunt

Minutes - Edmonia Hunt, Secretary

Staff Report
on C.D.E.P. - Bessie Etheridge

Old Business
New Business - Co-Chairman

A. Parent Trip Martha Roache

B. Banquet Beatrice Alexander

10:00 Introduction of Guest Speakers - Richard Jackson
- Mr. Gilbert Diggs, Region V Superintendent
- Mrs. Thelma Doswell, Black Genealogist
- Mrs. Cecilia Scott, Vice Chairman, Howard
Theater Restoration Association

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER EDUCATION PARENT ADVISORY COUNCIL

MAY 13, 1975
BUNDY SCHOOL

AGENDA

Call to Order ..... Mr. James Spicer, Presiding

Invocation..... Ms. Valerie Watson

Minutes and Roll Call..... Ms. Edmonia Hunt

Reports:

Treasurer - Ms. Nettie Banks
Staff - Dr. J. S. Rao

Banquet Committee --
Ms. Beatrice Alexander, Arrangements
Ms. Johnetta Kelly, Program
Ms. Nettie Banks, Finance

Steering Committee -- Ms. Murice Jefferies
Nominating Committee
PAC Tour -- Ms. Martha Roache
Career Expo '75 -- Ms. Ellen Datcher

Old Business

New Business
Parent Roles in Career Expo '75

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

PARENT ROLES IN CAREER EXPO '75

DEPEND ON ME TO DO THE FOLLOWING:

(Choose 3 tasks and number them 1,2,3.)

_____ Explain the Council contribution at a Parent Advisory Council booth

_____ Sell banquet tickets

_____ Register guests

_____ Be a general facilitator

_____ Help serve refreshments

_____ Prepare and make a presentation to the Board Committee on Adult Education and Career Development

NAME _____

ADDRESS _____ TELEPHONE _____

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER EDUCATION COUNSELORS' MEETING

WHEN: Monday, October 21, 1974

1:30 - 3:00

WHERE: Language Lab - 1st Floor
Browne Jr. High School
24th & Benning Rd., N.E.

FACILITATOR: Martha J. Roache
Assistant Director

AGENDA

1:30	- 2:00	Rap on role of counselor in career education
2:00	- 2:30	Plan Career Guidance Week Activities
2:30	- 3:00	Develop strategies for implementation with the Parent Advisory Council

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

A Cordial Invitation
to
Our Friends and Supporters

2ND ANNUAL BANQUET sponsored by the Career Education Parent Advisory Council

WHEN: Thursday, June 5, 1975

WHERE: Naval Officers' Club
9th & F Streets, Southeast
Washington, D.C.

WHAT: Entertainment

Cash Bar - 6:30

Buffet Supper - 7:30

Awards

COST: $8.00

Deadline: JUNE 1, 1975

Please reserve _____ tickets for me (and my guests).

NAME _____

ADDRESS _____ telephone _____

Send checks or money orders to:

Mrs. Nettie Banks,
Counselor
Syphax School
Half & N Sts., S.W. 20024

Deadline: June 1, 1975

CAREER DEVELOPMENT PARENT ADVISORY COUNCIL

Murice Jefferies	Co-Chairperson
Jim Spicer	Co-Chairperson
Edmonia Hunt	Recorder
Nettie Banks	Treasurer
Valerie Watson	Chaplain
Beatrice Alexander	Parliamentarian
Robert Jackson	Sgt. at Arms
Namon Mitchell	Teacher Advisor
Mildred Ridgley	Teacher Advisor
Geraldine Garner	Counselor Advisor
Johnetta Kelly	Counselor Advisor
Darryl Erby	Student Advisor
Towanna Franklin	Student Advisor
Tyrone Gaines	Student Advisor
Charlotte Watson	Student Advisor

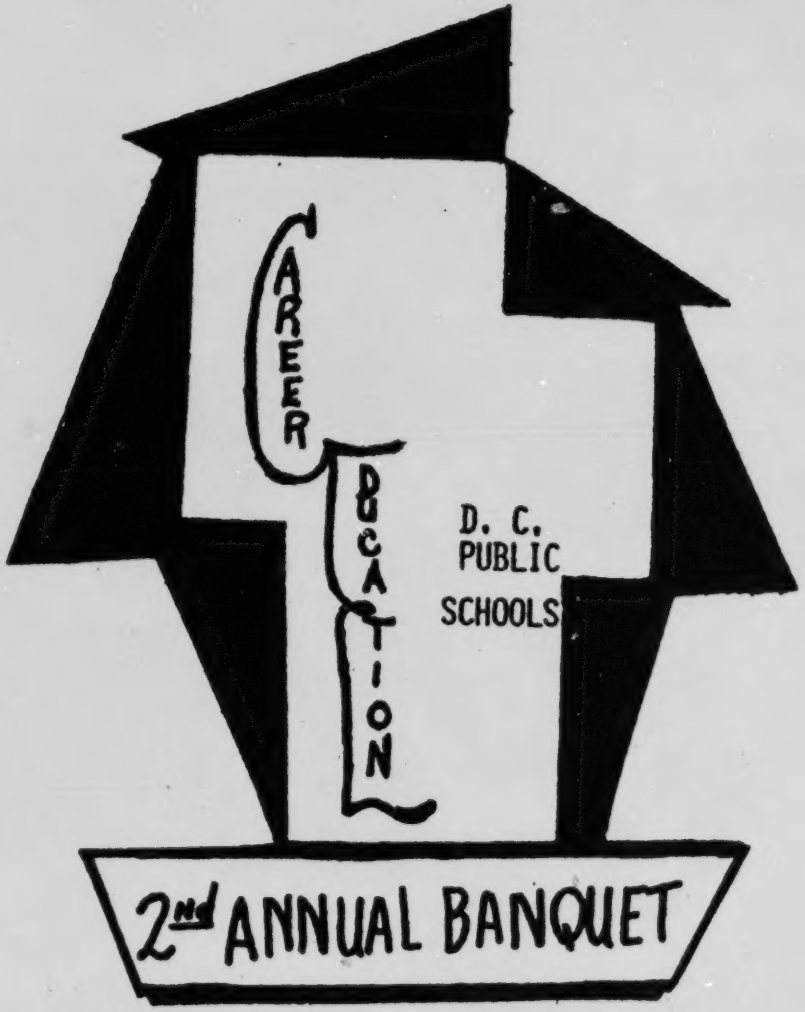
CAREER DEVELOPMENT EXEMPLARY PROJECT STAFF

Bessie D. Etheridge, Director

Ellen F. Datcher
Jarugula S. Rao
Martha J. Roache, Assistant Directors

The Career Development Exemplary Exemplary Project gratefully acknowledges the splendid support provided by the parents, teachers, students and administrators in Project schools; and the community resource persons who have made Career Education a reality in the D.C. Public Schools this year, 1974-75.

We also appreciate Center-City Community Corporation and Lindsey Associates for their contributions. We also appreciate the door prizes so generously donated by the Hecht Company, Toast and Strawberries, Woodward & Lothrop and our friends.



NAVAL OFFICER'S CLUB
THURSDAY JUNE 5, 1975
6:30 p.m.

BANQUET PROGRAM

****

Presiding . . . . . Johnetta Kelly, Counselor
Terrell Junior High

Greetings . . . . . Dr. James T. Guines
Associate Superintendent
Division of Instruction
D.C. Public Schools

Musical Selection . . Theodore Jennifer, Soloist
Assistant Principal
Randall Junior High

Gwendolyn Jennifer, Pianist

Invocation . . . . . Rev. Hennie Brown, Pastor
First Baptist Church
Cycoline, Virginia

**********BUFFET DINNER **********

Creative Dance . . . Carole Banks
Deborah Knight
Junior High School
Students

Report on Parent
Council Activities. Murice Jeffries, CO-Chair-
person, Career Development
Advisory Council

Musical Selection . . The Jennifers

Report on Project
Activities . . . . Bessie D. Etheridge
Director
Career Development
Exemplary Project

Remarks . . . . . The Honorable Harry T.
Alexander, The Superior
Court of the District
of Columbia

Dramatic Reading . . Artensia Hawkins, Student
Western High School
of Performing Arts

Special Thanks . . . Martha J. Roache
Assistant Director
Career Development
Exemplary Project

African Dance . . . . Joyce Hunt
Rosinda Hickman, Students
Jefferson Junior High

Introduction of
Special Guests. . . Beatrice Alexander, Teacher
Jefferson Junior High

Musical Selection . . The Jennifers

Closing Remarks . . . James Spicer, CO-Chairperson
Career Development
Parent Advisory Council

Benediction Valerie Watson, Chaplain
Career Development
Parent Advisory Council

*******BANQUET COMMITTEE*******

Beatrice Alexander
Nettie Banks
Johnetta Kelly * Program Chairman
James Spicer
Martha J. Roache - Coordinator

ANNUAL BANQUET

OF THE

CAREER EDUCATION PARENT ADVISORY COUNCIL

THURSDAY, June 3, 1976

Naval Officers Club — 9th & "M" Streets, S. E.

Cash Bar - 6:30 P.M. — Dinner - 7:30 P.M.

Delicious Food

Delightful Program — Good Fellowship

DONATION - $9.00

Make check or money order payable to Mrs. Nettie Banks and return the reservation form below to her, Syphax Elementary School, Half & "O" Streets, S. W., not later than MAY 20th.

Please make _____ reservations for me for the Annual Banquet. Enclosed is my check or money order for $_____.

_____ Tel. No. _____
(signed)

_____
(address)

CAREER DEVELOPMENT EXEMPLARY PROJECT
SCHOOL ADMINISTRATORS MEETINGS *
FY 1975 - 76

	TOPICS	CHAIRPERSON(s)	DATE & TIME	PLACE	REMARKS
1.	Orientation to Administrators	Mrs. Bessie Etheridge/ Dr. J. S. Rao Career Development Exemplary Project Tel. #396 - 5831 or 32.	Thursday Nov. 13, 1975 2:00 - 3:30 p.m.	Room 109 Browne Jr. High School, 24th & Benning Road, N. E., D. C.	All Project Staff will participate.
2.	Strategies for implementation of career education.	Mrs. Audrey H. Gray Principal Goding Elem. School Tel. #629 - 8644	Thursday Dec. 11, 1975 2:00 - 3:30 p.m.	" "	Mr. Andrew Weeks of Stuart Jr. High will assist Mrs. Gray in planning this session.
3.	Evaluation of Career Education Program.	Mrs. Phyllis Beckwith Principal Dunbar High School Tel. #629 - 6891	Thursday Jan. 8, 1976 2:00 - 3:30 p.m.	" "	Mr. Richard Banks, Jr., of Jefferson Jr. High and Mrs. Peggie Harrison of Drew Elem. will assist Mrs. Beckwith in planning.
4.	Current trends in Career Education.	Mrs. Mattie Spottswood, Principal Young Elem. School Tel. #629 - 6834	Thursday Feb. 12, 1976 2:00 - 3:30 p.m.	" "	Name of the speaker to be announced later.

5.	New resources in Career Education (Exhibits, Instructional materials, etc.).	Mr. George Galloway Principal Evans Jr. High School Te. #629 - 6876	Thursday March 11, 1976	Room 109 Browne Jr. High School, 24th & Benning Road, N. E., D. C.
6.	Field Trip.	Mr. Jerome Edwards Principal Tyler Elem. School Tel. #629 - 6851	Thursday April 8, 1976 (Time & Place to be announced later.)	
7.	Curriculum changes-New Directions for 1980s.	Mr. Andrew Weeks Principal Stuart Jr. High Tel. #629 - 6961	Thursday May 13, 1976 2:00 - 3:30 p.m.	" "

* Project person for coordinating Administrators meetings is:

Dr. J. S. Rao
Assistant Director
Career Development Exemplary Project
Browne Jr. High School, Room #103B
Tel. #396 - 5831 or 32 (Office)

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

September 9, 1975

MEMORANDUM

TO: All Career Education Exemplary Project School Administrators

There will be a meeting of all Career Education Project School Administrators on Thursday, October 9, 1975, Browne Junior High School, 24th & Benning Road, N. E., in the Career Education Resource Room (#109), at 2:00 P.M.

The main purpose of the meeting will be to discuss ways and means of how to implement career education more effectively in project schools during 1975-76, and also to work out monthly meeting schedules and topics for School Administrator Conferences.

The agenda is attached.

All Project School Administrators are requested to be present and on time.

Jayanta S. Rao

Dr. J. S. Rao
Assistant Director
Career Development
Exemplary Project

Encl: Agenda

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

November 5, 1975

MEMORANDUM

TO: All Career Education Exemplary Project School Administrators

FROM: Dr. J. S. Rao
Assistant Director
Career Development
Exemplary Project

SUBJECT: FY 1975 - 76 School Administrators Career Education Monthly Meetings

This is just to remind you that our next Career Development Exemplary Project School Administrators Monthly Meeting will take place on Thursday, November 13, 1975 from 2:00 - 3:30 P.M. at:

Goding Elementary School
9th & "F" Streets, N. E.
Washington, D. C.
Tel. No. 724-4600.

The rationale for changing our meeting site from Browne Junior High School to Goding Elementary School is to provide you an opportunity to observe a lesson in an elementary setting.

Please also note our telephone number change as 724-4553 or 54, in case you wish to contact us at Browne Junior High School.

A G E N D A

2:00 - 2:15 P.M.	---	Welcome and Opening Session - Bessie Etheridge
2:15 - 2:30 P.M.	---	Discussion of Issues & Grouping - J S. Rao
2:30 - 3:30 P.M.	---	Group Sessions
		Interaction Session
		Closing Session Remarks - J. S. Rao

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER DEVELOPMENT EXEMPLARY PROJECT
SCHOOL ADMINISTRATORS' MONTHLY MEETING

THURSDAY, February 12, 1976
10:00 - 11:30 A.M.

SITE: Charles Young Elementary School
(Library)
24th and Benning Road, N. E.
Washington, D. C. 20002

A G E N D A

10:00 - 10:20 A.M. - - - - Welcome
- Mrs. Mattie Spottswood, Principal
Young Elementary School

- - - - Update Administrators
. Ed. 670F Course
. Teacher's Evaluation Workshop
. Meetings with parents, counselors, and Career Education Advisory Council
. Project Proposals
. USOE Evaluation
- Dr. J. S. Rao

10:20 - 10:50 A.M. - - - - Current Trends in Career Education
- Mrs. Grace Watson
U. S. Office of Career Education

10:50 - 11:00 A.M. - - - - Question and Answer Session

11:00 - 11:30 A.M. - - - - Future of Career Education Program
- Administrators' Panel

- - - - Closing Remarks
- Dr. J. S. Rao

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

Administrative Seminar

Thursday, May 8, 1975

AGENDA

10:00 - 10:15 a.m.	Welcome and Update Administrators --J.S. Rao
10:15 - 10:45 a.m.	Administrator's Report - Career Expo preparations in their schools. --Martha Roache
10:45 - 11:00 a.m.	Career Expo 75 Arrangements report from the project. --Ellen Datcher
11:00 - 11:30 a.m.	Exploration of new activities for next year --J. S. Rao
11:30 - 11:40 a.m.	Question and Answer Session --All Staff

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DIVISION OF INSTRUCTIONAL SERVICES
CAREER DEVELOPMENT EXEMPLARY PROJECT
CARVER SCHOOL
45TH & LEE STREETS, N.E.
WASHINGTON, D.C. 20019

March 4, 1974

MEMORANDUM

FOR: All Teachers, Counselors

FROM: Project Staff

RE: POTPOURRI
Teacher Tested Ideas

As we visit your classrooms, we see many exciting activities which capture the imagination of your students. When we watch their faces, listen to their discussions and examine their work, we are quickly aware of your creativitiy and resourcefulness.

Have you an idea - some ideas - which you would like to share with others? Have you developed and used a game, a puzzle, a procedure, a filmstrip, an activity which worked well in your classroom? Please let us peek in!!!

Fill out a form today. Include diagrams, samples etc. And send it to Carver right away.

We'd like to compile a resource book of activities which all may enjoy.

POTPOURRI welcomes you.

Bessie D. Etheridge

Bessie D. Etheridge
Director
Career Development Exemplary Project

Suggested Follow-Up Activities March-April-May

1. Visit to Howard University Dental Clinic
2. Visit to Shaw Community Health Center
3. Survey of faculty hobbies
4. Telephone company demonstration
5. Visits to police precinct and fire department
6. Visit to Octupus Pet Shop
7. Continuation of school club activities
8. Other activities as suggested by classroom and special teachers
9. Essay contest

Career Development Team
Harris, Gordon, Archey, Martin

Career Week Committee

Amerson, Archey, Burnett, Cave, Cross, Gordon, Harris, Jackson, Martin, Roberts, Robinson

SEATON SCHOOL

CAREER DEVELOPMENT ACTIVITIES
1974-1975

September	Career awareness with bulletin boards, centers, new topics, discussions, organizing of clubs.
October - November	Emphasis on political jobs in city and Student Council Election and Campaign Rally
December	Emphasis on jobs created by Christmas Holiday. Christmas gifts made by pupils in all classrooms School post office operated by class club
January	Planning for Career Week Emphasis on school jobs Information bulletins issued to faculty
February	School-Wide Poster Contest Applications for school jobs for Turn About Day Black History Week Brotherhood Week
March	Career Week March 3-7

Monday	Special Program 9:30 A.M. Talks by Dunbar High School pupils on Art and Computer Center Gr. 5-6
Tuesday	Turn About Day 9:30 a.m. - 12 Spelling Bee 1 p.m.
Wednesday	Science Careers Pupils will visit three centers for demonstrations by scientist from Howard University and Octopus Store Centers will be on each floor
Thursday	Health Careers 10:00 a.m. - 11:15 Workers from Shaw Community Health Center will present panel discussion on health services and careers Charm and Grooming Clinic 1 p.m.
Friday	Cultural Arts Careers Special Program featuring professional artists, Shaw Jr. High School Band, a senior high Choral Group, etc.

Friday	Cultural Arts Careers Special Program featuring professional artists, Shaw Jr. High School Band, a senior high choral group, etc.

Seaton School
January 20, 1975

Dear Co-Workers,

We are beginning our plans for Career Week, March 3-7. This will help us to continue making our pupils aware of careers and the world of work. We are hoping to do as well, if not better this year in getting career information to Seaton pupils. Many activities will precede and follow this special week.

We really started our career awareness in October and November when we discussed political jobs and had our school election for the Student Council. Let's see how many class activities we can correlate with career awareness.

We will be preparing for Turn About Day when we begin our discussions of school jobs, responsibilities and qualifications. Pupils will fill out applications for school jobs this year in February.

The committee will keep you informed of all plans. Please plan to be on one of the committees for the activities. We need you to help make this a success.

Our plans will include the following: A Poster Contest, A Spelling Bee, Turn About Day, Science Careers, Health Careers, Cultural Arts Careers, A Charm and Grooming Clinic.

Please submit any suggestions or ideas which you have to anyone on the committee. You will be getting information and suggestions for classroom activities soon.

Thanks for your cooperation.

Your Committee

Anerson
Arcley
Burnett
Cave
Cross
Gordon
Harris
Jackson
Martin
Roberts
Robinson

Dunbar High School

Staff Development Day
October 24, 1974

Career Education in the Inner City

AGENDA

The Dunbar Plan: January-June, 197

- Assessment
- Basic Assumptions
- Objectives

You Were There — Slides
Workshop, 1974

Dunbar Moves Ahead: Baby Steps

- The Resource Center
- The Guidance Component
- The World of Communications

The Road Ahead

B. D. Etheridge
Facilitator

SEATON SCHOOL

GETTING STARTED WITH CAREERS By Nancy Whitelaw

Teacher Magazine December, 1974

What is work? Who works? How do people decide what work to do? What do jobs actually entail? What do I like to do? Would knowing the answers to these questions help me choose work in the future?

These are some of the things to ask elementary school students in a warm-up discussion that kicks off a unit on careers. The children are introduced to career possibilities and terminology, and the unit provides practice in basic skills-specifically art, reading, vocabulary and oral and written communication. In addition, the lesson stimulates consideration of important values questions as they relate to work and workers. It also gives students an opportunity to evaluate their own unique abilities and interests and to gain a greater sense of self-identity.

The warm-up discussion helps to find out what exposure the students have had to different careers, to build a framework and some basic definitions for later study and to elicit thoughtful individual viewpoints and anecdotes from the students.

Follow up this initial discussion with a series of seven lessons:

1. What are some of the many occupations? Divide students into groups of four with a "secretary" for each group. Ask them to make a list of as many occupational names as they can. Explain that "store clerk" is a job name, but "work in a store" is not. Post the completed lists as part of an ongoing careers bulletin board. Encourage the students to find out about more jobs through observation. What kinds of jobs do they see at home, on the way to school, over the weekend, on vacation? Their findings can be added to the careers bulletin board.

When a wide variety of jobs are represented, have the students choose some workers whose jobs they might like. Have them cut out as many pictures of these workers as they can find in old magazines and newspapers. Have each student compile these cutouts, plus original drawings, if they like, into a career collage. Add it to the bulletin board, too.

What do certain jobholders do? Have students use the dictionary to look up different job names, such as chemist, podiatrist, machinist, veterinarian, special agent, plus ones they've chosen, and have them write the definitions of each job.

As a follow-up listening activity, hold a job round-table discussion. Read the questions below one at a time, adding others to match the list of names the students have defined. Ask the children to use their word and definition list to find the correct match for each question. You might turn this exercise into a team game. How many matches can each make? Some questions could be:

Which worker works with metal?
Who works with chemicals?
Who helps on an airplane?
Who helps a sick turtle?

An extension of the dictionary work would be to have the student look up some of the jobs from their bulletin lists. Some might not be listed in the dictionary. In this case, appoint a group of class "definers" and ask them to describe those jobs and submit the definitions to the class for discussion. Have another group arrange all job names and definitions alphabetically into a "careers dictionary."

Which jobholders deal with goods? Which with services? What are services? In class discussions, develop a definition of each. Then relate the two definitions to various jobs. Write the following list on the chalkboard: doctor, stewardess, optician, plumber. Then talk about whether the workers perform a service or deal with goods. Write the students responses next to each job. Then compile a second list- craftsperson, farmer, factory worker, bakery-and count the questions.

Help the students discover that the first list contains service workers and the second, workers who deal with goods. Talk about the differences. Ask the students what their parents' jobs are and whether they think they deal in goods or services.

Help the students categorize classroom jobs as well. Write these names on the chalkboard under the correct category. Bulletin board lists can be categorized in the same way. You should also point out that some workers deal with both goods and services. Can the students think of some examples?

CAREER EDUCATION WEEK
at
DUNBAR HIGH SCHOOL

"Experience the Future: Decisions for Life"

November 18, 1975 *9:30 a. m.*
Presiding - Towana Franklin, 12th Grade Representative
Career Development Exemplary Project

Opening Remarks and Welcome. . . . . Mrs. Phyllis R. Beckwith
Principal

"Trumpet Song" - Conley. . . . . .Dunbar Concert Band

Introduction of Speaker. . . . . Miss Towana Franklin

Address. . . . . .Dr. Margaret G. Labat
Superintendent, Region IV

"You've Got a Friend" - King. . . . . .Nioareia Price

Introduction of Special Guests. . . . . .Mrs. Phyllis R. Beckwith

"Riff Raft" - Phillips. . . . . Dunbar Concert Band

Closing Remarks. . . . . .Mrs. Phyllis R. Beckwith

****

Department of Guidance

Mrs. Claudine L. Mitchell, Coordinator
Career Development Exemplary Project

Mrs. Florence T. Ridley
Guidance Chairperson

Mrs. Antoinette L. Ramsey

Mr. Charles A. Skinner

****

Support Services

Mrs. Jacqualine Brooks
Career Adviser

Mrs. LaVerne Jones
Mini-Employment Counselor

Miss Nedra Spruill
Career Adviser

****

Administrators

Mrs. Phyllis R. Beckwith
Principal

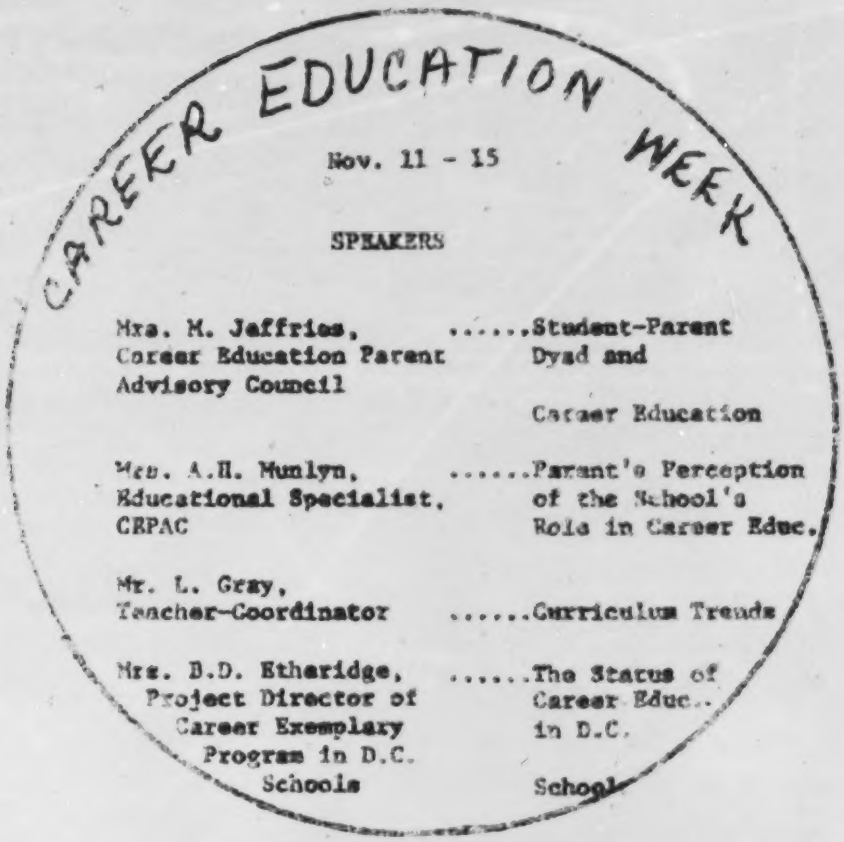
Dr. Margaret G. Saxon
Assistant Principal

Mr. John H. Brinkley
Assistant Principal

Mr. Bernard C. Lucas
Assistant Principal

ml

SPINGARN-DUNBAR STAY HIGH SCHOOL



Nov. 11 - 15

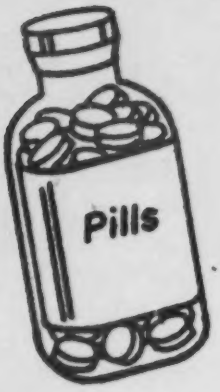
SPEAKERS

Mrs. M. Jeffries, Career Education Parent Advisory Council	.....Student-Parent Dyad and Career Education
Mrs. A.H. Munlyn, Educational Specialist, CEPAC	.....Parent's Perception of the School's Role in Career Educ.
Mr. L. Gray, Teacher-Coordinator	.....Curriculum Trends
Mrs. B.D. Etheridge, Project Director of Career Exemplary Program in D.C. Schools	.....The Status of Career Educ. in D.C. Schools

B. Jordan,
Principal

O.H. Calhoun
B.R. Rousseau,
Counselors

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206



April 25, 1975

CAREER EDUCATION SESSION
FOR STUDENTS

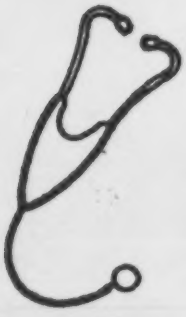
SUBJECT: Orientation to Health Careers

WHEN: Monday, April 29, 1975

WHERE: Art Department - Dunbar High School

INSTRUCTOR: Stanley White

FACILITATOR: Martha J. Roache
Assistant Director
Career Development
Exemplary Project



AGENDA

- Slide-Tape on Health Careers
- Health Game
- Rap on Health Careers
- Plan Art and Health Project

ATTENTION!!

CAREER DEVELOPMENT MEDIA CENTER

OPENING

J.O. Wilson – Room 210

Friday, January 31, 1975 8:45-3:15 p.m.

Come in and browse.
Find materials you can
borrow for use in your center.

Refreshments

Please Come.

Career Dev. Team

Evaluator

Illustrator

Salesperson

MASS

PRODUCTION

ACTIVITIES

Budget Expert

CAREER DEVELOPMENT WORKSHOP

Spring 1976

Assemblyman

Gwendolyn C. Chamberlain

Team Leader - Anidon School

Pencil Holders

Directions:

1. Measure felt to fit can and cut.
2. Brush glue on can.
3. Fit felt on can and press firmly.
4. Decorate as desired.

Materials Needed:

Rulers	Felt	Scissors
Glue	Brushes	
Yarn	Small Juice or Vegetable Cans	

****

Jewelry Box

Directions:

1. Decorate egg carton with felt, yarn glitter, shells etc.
2. Shellac for a glossy finish.

Materials Needed:

Egg Cartons	Glue	Shells
Scissors	Paint	Shellac
Felt	Yarn	

****

Stained Glass Bottles

Directions:

1. Cut tissue paper into small shapes. (squares, circles etc.)
2. Glue tissue paper onto bottle, overlapping the colors in order to give a stained glass effect.
3. Brush a thin layer of glue or varnish on the outside of finished product for a glossy finish.

Materials Needed:

Colored Tissue Paper	Scissors
Glue	Brushes
Shellac or Varnish	Unusually Shaped Bottles

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

MEMORANDUM

TO: _____
(Team Leader)

_____
(School)

FROM: Martha J. Roache
Assistant Director
Career Development Exemplary
Project (724 - 4553 or 54)

REMINDER: Your class is scheduled for a Career Education trip on the McDonald's Fun Bus.

Date: _____

Time: _____

Destination: _____

WIND-UP: Free lunch at a nearby McDonald's Restaurant.

BUS HOLDS ONLY 25 STUDENTS !!!!

Please use the following strategies for successful trip implementation:

1. collect written permission slips from parents.
2. prepare your students for trip by discussing agenda; sights; workers to be seen; purpose of trip, etc.

CAREER DEVELOPMENT PARENT ADVISORY COUNCIL

Murice Jefferies	Co-Chairperson
Jim Spicer	Co-Chairperson
Edmonia Hunt	Recorder
Nettie Banks	Treasurer
Valerie Watson	Chaplain
Beatrice Alexander	Parliamentarian
Robert Jackson	Sgt. at Arms
Namon Mitchell	Teacher Advisor
Mildred Ridgley	Teacher Advisor
Geraldine Garner	Counselor Advisor
Johnetta Kelly	Counselor Advisor
Darryl Erby	Student Advisor
Towanna Franklin	Student Advisor
Tyrone Gaines	Student Advisor
Charlotte Watson	Student Advisor

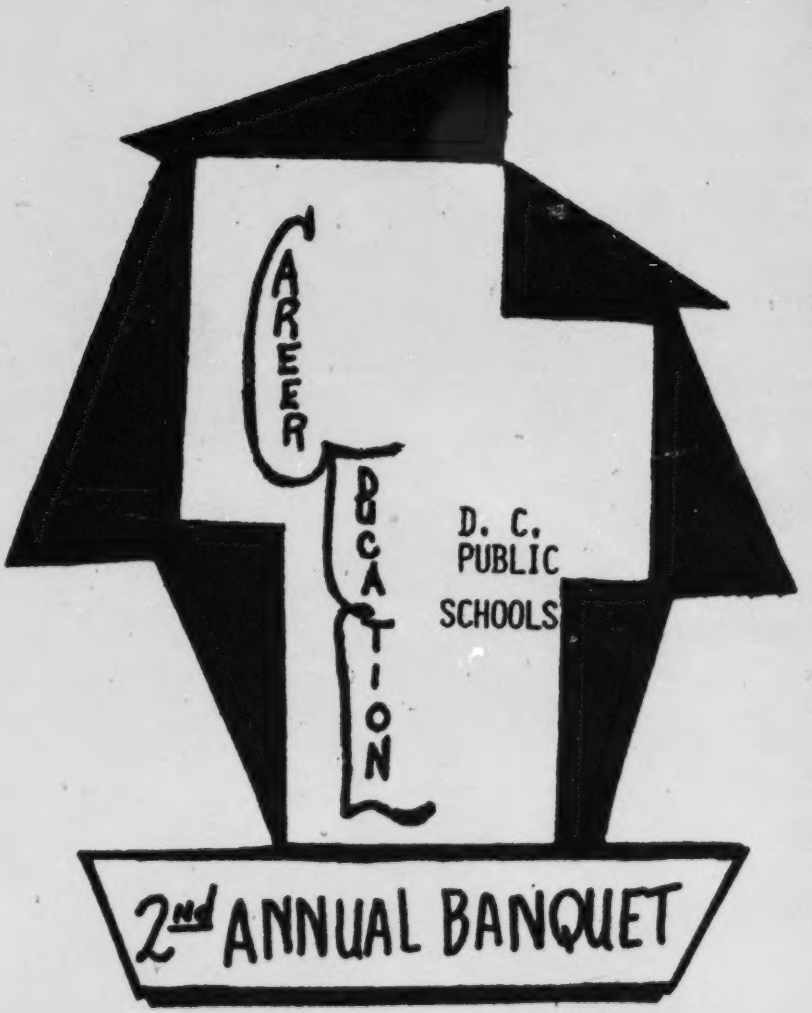
CAREER DEVELOPMENT EXEMPLARY PROJECT STAFF

Bessie D. Etheridge, Director

Ellen F. Datcher
Jarugula S. Rao
Martha J. Roache, Assistant Directors

The Career Development Exemplary Exemplary Project gratefully acknowledges the splendid support provided by the parents, teachers, students and administrators in Project schools; and the community resource persons who have made Career Education a reality in the D.C. Public Schools this year, 1974-75.

We also appreciate Center-City Community Corporation and Lindsey Associates for their contributions. We also appreciate the door prizes so generously donated by the Hecht Company, Toast and Strawberries, Woodward & Lothrop and our friends.



NAVAL OFFICER'S CLUB
THURSDAY JUNE 5, 1975
6:30 p.m.

BANQUET PROGRAM

****

Presiding . . . . . Johnetta Kelly, Counselor
Terrell Junior High

Greetings . . . . . Dr. James T. Guines
Associate Superintendent
Division of Instruction
D.C. Public Schools

Musical Selection . . Theodore Jennifer, Soloist
Assistant Principal
Randall Junior High

Gwendolyn Jennifer, Pianist

Invocation . . . . . Rev. Hennie Brown, Pastor
First Baptist Church
Cycoline, Virginia

**********BUFFET DINNER **********

Creative Dance . . . Carole Banks
Deborah Knight
Junior High School
Students

Report on Parent
Council Activities. Murice Jeffries, CO-Chair-
person, Career Development
Advisory Council

Musical Selection . . The Jennifers

Report on Project
Activities . . . . Bessie D. Etheridge
Director
Career Development
Exemplary Project

Remarks . . . . . The Honorable Harry T.
Alexander, The Superior
Court of the District
of Columbia

Dramatic Reading . . Artensia Hawkins, Student
Western High School
of Performing Arts

Special Thanks . . . Martha J. Roache
Assistant Director
Career Development
Exemplary Project

African Dance . . . . Joyce Hunt
Rosinda Hickman, Students
Jefferson Junior High

Introduction of
Special Guests. . . Beatrice Alexander, Teacher
Jefferson Junior High

Musical Selection . . The Jennifers

Closing Remarks . . . James Spicer, CO-Chairperson
Career Development
Parent Advisory Council

Benediction Valerie Watson, Chaplain
Career Development
Parent Advisory Council

*******BANQUET COMMITTEE*******

Beatrice Alexander
Nettie Banks
Johnetta Kelly * Program Chairman
James Spicer
Martha J. Roache - Coordinator

ANNUAL BANQUET

OF THE

CAREER EDUCATION PARENT ADVISORY COUNCIL

THURSDAY, June 3, 1976

Naval Officers Club — 9th & "M" Streets, S. E.

Cash Bar - 6:30 P.M. — Dinner - 7:30 P.M.

Delicious Food

Delightful Program — Good Fellowship

DONATION - $9.00

Make check or money order payable to Mrs. Nettie Banks and return the reservation form below to her, Sydnex Elementary School, Half & "O" Streets, S. W., not later than MAY 20th.

Please make _____ reservations for me for the Annual Banquet. Enclosed is my check or money order for $_____.

_____ Tel. No. _____
(signed)

_____
(address)

CAREER DEVELOPMENT EXEMPLARY PROJECT
SCHOOL ADMINISTRATORS MEETINGS *
FY 1975 - 76

	TOPICS	CHAIRPERSON(s)	DATE & TIME	PLACE	REMARKS
1.	Orientation to Administrators	Mrs. Bessie Etheridge/ Dr. J. S. Rao Career Development Exemplary Project Tel. #396 - 5831 or 32.	Thursday Nov. 13, 1975 2:00 - 3:30 p.m.	Room 109 Browne Jr. High School, 24th & Benning Road, N. E., D. C.	All Project Staff will participate.
2.	Strategies for implementation of career education.	Mrs. Audrey H. Gray Principal Goding Elem. School Tel. #629 - 8644	Thursday Dec. 11, 1975 2:00 - 3:30 p.m.	" "	Mr. Andrew Weeks of Stuart Jr. High will assist Mrs. Gray in planning this session.
3.	Evaluation of Career Education Program.	Mrs. Phyllis Beckwith Principal Dunbar High School Tel. #629 - 6891	Thursday Jan. 8, 1976 2:00 - 3:30 p.m.	" "	Mr. Richard Banks, Jr., of Jefferson Jr. High and Mrs. Peggie Harrison of Drew Elem. will assist Mrs. Beckwith in planning.
4.	Current trends in Career Education.	Mrs. Mattie Spottswood, Principal Young Elem. School Tel. #629 - 6834	Thursday Feb. 12, 1976 2:00 - 3:30 p.m.	" "	Name of the speaker to be announced later.

5.	New resources in Career Education (Exhibits, Instructional materials, etc.).	Mr. George Galloway Principal Evans Jr. High School Te. #629 - 6876	Thursday March 11, 1976	Room 109 Browne Jr. High School, 24th & Benning Road, N. E., D. C.
6.	Field Trip.	Mr. Jerome Edwards Principal Tyler Elem. School Tel. #629 - 6851	Thursday April 8, 1976 (Time & Place to be announced later.)	
7.	Curriculum changes-New Directions for 1980s.	Mr. Andrew Weeks Principal Stuart Jr. High Tel. #629 - 6961	Thursday May 13, 1976 2:00 - 3:30 p.m.	" "

* Project person for coordinating Administrators meetings is:

Dr. J. S. Rao
Assistant Director
Career Development Exemplary Project
Browne Jr. High School, Room #103B
Tel. #396 - 5831 or 32 (Office)

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

September 9, 1975

MEMORANDUM

TO: All Career Education Exemplary Project School Administrators

There will be a meeting of all Career Education Project School Administrators on Thursday, October 9, 1975, Browne Junior High School, 24th & Benning Road, N. E., in the Career Education Resource Room (#109), at 2:00 P.M.

The main purpose of the meeting will be to discuss ways and means of how to implement career education more effectively in project schools during 1975-76, and also to work out monthly meeting schedules and topics for School Administrator Conferences.

The agenda is attached.

All Project School Administrators are requested to be present and on time.

Dr. J. S. Rao
Assistant Director
Career Development
Exemplary Project

Encl: Agenda

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

November 5, 1975

MEMORANDUM

TO: All Career Education Exemplary Project School Administrators

FROM: Dr. J. S. Rao
Assistant Director
Career Development
Exemplary Project

SUBJECT: FY 1975 - 76 School Administrators Career Education Monthly Meetings

This is just to remind you that our next Career Development Exemplary Project School Administrators Monthly Meeting will take place on Thursday, November 13, 1975 from 2:00 - 3:30 P.M. at:

Goding Elementary School
9th & "F" Streets, N. E.
Washington, D. C.
Tel. No. 724-4600.

The rationale for changing our meeting site from Browne Junior High School to Goding Elementary School is to provide you an opportunity to observe a lesson in an elementary setting.

Please also note our telephone number change as 724-4553 or 54, in case you wish to contact us at Browne Junior High School.

A G E N D A

2:00 - 2:15 P.M.	---	Welcome and Opening Session - Bessie Etheridge
2:15 - 2:30 P.M.	---	Discussion of Issues & Grouping - J S. Rao
2:30 - 3:30 P.M.	---	Group Sessions
		Interaction Session
		Closing Session Remarks - J. S. Rao

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREER DEVELOPMENT EXEMPLARY PROJECT
SCHOOL ADMINISTRATORS' MONTHLY MEETING

THURSDAY, February 12, 1976
10:00 - 11:30 A.M.

SITE: Charles Young Elementary School
(Library)
24th and Benning Road, N. E.
Washington, D. C. 20002

A G E N D A

10:00 - 10:20 A.M. - - - - Welcome
- Mrs. Mattie Spottswood, Principal
Young Elementary School

- - - - Update Administrators
. Ed. 670F Course
. Teacher's Evaluation Workshop
. Meetings with parents, counselors, and Career Education Advisory Council
. Project Proposals
. USOE Evaluation
- Dr. J. S. Rao

10:20 - 10:50 A.M. - - - - Current Trends in Career Education
- Mrs. Grace Watson
U. S. Office of Career Education

10:50 - 11:00 A.M. - - - - Question and Answer Session

11:00 - 11:30 A.M. - - - - Future of Career Education Program
- Administrators' Panel

- - - - Closing Remarks
- Dr. J. S. Rao

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

Administrative Seminar

Thursday, May 8, 1975

AGENDA

10:00 - 10:15 a.m.	Welcome and Update Administrators --J.S. Rao
10:15 - 10:45 a.m.	Administrator's Report - Career Expo preparations in their schools. --Martha Roache
10:45 - 11:00 a.m.	Career Expo 75 Arrangements report from the project --Ellen Datcher
11:00 - 11:30 a.m.	Exploration of new activities for next year --J. S. Rao
11:30 - 11:40 a.m.	Question and Answer Session --All Staff

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DIVISION OF INSTRUCTIONAL SERVICES
CAREER DEVELOPMENT EXEMPLARY PROJECT
CARVER SCHOOL
48TH & LEE STREETS, N.E.
WASHINGTON, D.C. 20019

March 4, 1974

MEMORANDUM

FOR: All Teachers, Counselors

FROM: Project Staff

RE: POTPOURRI
Teacher Tested Ideas

As we visit your classrooms, we see many exciting activities which capture the imagination of your students. When we watch their faces, listen to their discussions and examine their work, we are quickly aware of your creativitiy and resourcefulness.

Have you an idea - some ideas - which you would like to share with others? Have you developed and used a game, a puzzle, a procedure, a filmstrip, an activity which worked well in your classroom? Please let us peek in!!!

Fill out a form today. Include diagrams, samples etc. And send it to Carver right away.

We'd like to compile a resource book of activities which all may enjoy.

POTPOURRI welcomes you.

Bessie D. Etheridge

Bessie D. Etheridge
Director
Career Development Exemplary Project

Suggested Follow-Up Activities March-April-May

1. Visit to Howard University Dental Clinic
2. Visit to Shaw Community Health Center
3. Survey of faculty hobbies
4. Telephone company demonstration
5. Visits to police precinct and fire department
6. Visit to Octupus Pet Shop
7. Continuation of school club activities
8. Other activities as suggested by classroom and special teachers
9. Essay contest

Career Development Team
Harris, Gordon, Archey, Martin

Career Week Committee

Amerson, Archey, Burnett, Cave, Cross, Gordon, Harris, Jackson, Martin, Roberts, Robinson

SEATON SCHOOL

CAREER DEVELOPMENT ACTIVITIES
1974-1975

September	Career awareness with bulletin boards, centers, new topics, discussions, organizing of clubs.
October - November	Emphasis on political jobs in city and Student Council Election and Campaign Rally
December	Emphasis on jobs created by Christmas Holiday. Christmas gifts made by pupils in all classrooms School post office operated by class club
January	Planning for Career Week Emphasis on school jobs Information bulletins issued to faculty
February	School-Wide Poster Contest Applications for school jobs for Turn About Day Black History Week Brotherhood Week
March	Career Week March 3-7

Monday	Special Program 9:30 A.M. Talks by Dunbar High School pupils on Art and Computer Center Gr. 5-6
Tuesday	Turn About Day 9:30 a.m. - 12 Spelling Bee 1 p.m.
Wednesday	Science Careers Pupils will visit three centers for demonstrations by scientist from Howard University and Octopus Store Centers will be on each floor
Thursday	Health Careers 10:00 a.m. - 11:15 Workers from Shaw Community Health Center will present panel discussion on health services and careers Charm and Grooming Clinic 1 p.m.
Friday	Cultural Arts Careers Special Program featuring professional artists, Shaw Jr. High School Band, a senior high Choral Group, etc.

Friday Cultural Arts Careers
Special Program featuring professional artists, Shaw Jr. High School Band, a senior high choral group, etc.

Seaton School
January 20, 1975

Dear Co-Workers,

We are beginning our plans for Career Week, March 3-7. This will help us to continue making our pupils aware of careers and the world of work. We are hoping to do as well, if not better this year in getting career information to Seaton pupils. Many activities will precede and follow this special week.

We really started our career awareness in October and November when we discussed political jobs and had our school election for the Student Council. Let's see how many class activities we can correlate with career awareness.

We will be preparing for Turn About Day when we begin our discussions of school jobs, responsibilities and qualifications. Pupils will fill out applications for school jobs this year in February.

The committee will keep you informed of all plans. Please plan to be on one of the committees for the activities. We need you to help make this a success.

Our plans will include the following: A Poster Contest, A Spelling Bee, Turn About Day, Science Careers, Health Careers, Cultural Arts Careers, A Charm and Grooming Clinic.

Please submit any suggestions or ideas which you have to anyone on the committee. You will be getting information and suggestions for classroom activities soon.

Thanks for your cooperation.

Your Committee

Anerson
Archey
Burnett
Cave
Cross
Gordon
Harris
Jackson
Martin
Roberts
Robinson

Dunbar High School

Staff Development Day
October 24, 1974

Career Education in the Inner City

AGENDA

The Dunbar Plan: January-June, 197

Assessment
Basic Assumptions
Objectives

You Were There Slides
Workshop, 1974

Dunbar Moves Ahead: Baby Steps
The Resource Center
The Guidance Component
The World of Communications

The Road Ahead

B. D. Etheridge
Facilitator

SEATON SCHOOL

GETTING STARTED WITH CAREERS . By Nancy Whitelaw

Teacher Magazine December, 1974

What is work? Who works? How do people decide what work to do? What do jobs actually entail? What do I like to do? Would knowing the answers to these questions help me choose work in the future?

These are some of the things to ask elementary school students in a warm-up discussion that kicks off a unit on careers. The children are introduced to career possibilities and terminology, and the unit provides practice in basic skills-specifically art, reading, vocabulary and oral and written communication. In addition, the lesson stimulates consideration of important values questions as they relate to work and workers. It also gives students an opportunity to evaluate their own unique abilities and interests and to gain a greater sense of self-identity.

The warm-up discussion helps to find out what exposure the students have had to different careers, to build a framework and some basic definitions for later study and to elicit thoughtful individual viewpoints and anecdotes from the students.

Follow up this initial discussion with a series of seven lessons:

1. What are some of the many occupations? Divide students into groups of four with a "secretary" for each group. Ask them to make a list of as many occupational names as they can. Explain that "store clerk" is a job name, but "work in a store" is not. Post the completed lists as part of an ongoing careers bulletin board. Encourage the students to find out about more jobs through observation. What kinds of jobs do they see at home, on the way to school, over the weekend, on vacation? Their findings can be added to the careers bulletin board.

When a wide variety of jobs are represented, have the students choose some workers whose jobs they might like. Have them cut out as many pictures of these workers as they can find in old magazines and newspapers. Have each student compile those cutouts, plus original drawings, if they like, into a career collage. Add it to the bulletin board, too.

What do certain jobholders do? Have students use the dictionary to
ok up different job names, such as chemist, podiatrist, machinist, ve
inarian, special agent, plus ones they've chosen, and have them write
e definitio n of each job.
a follow up listening activity, hold a job round-table discussion.
ad the questions below one at a time, adding others to match the
st of names the students have defined. Ask the children to use their
rd and definition list to find the correct match for each question.
u might turn this exercise into a team game. How many matches can ea
ke? Some questions could be?

Which worker works with metal?
Who works with chemicals?
Who helps on an airplane?
Who helps a sick turtle?

extension of the dictionary work would be to have the student look
some of the jobs from their bulletin lists. Some might not be
sted in the dictionary. In this case, appoint a group of class
efiners" and ask them to describe those jobs and submit the definition
the class for discussion. Have another group arrange all job
mes and definitions alphabetically into a "classroom dictionary."
Which jobholders deal with goods? Which with services? What are
vices? In class discussions, develop a definition of each. Then
ave the two definitions to various jobs. Write the following list
the chalkboard: doctor, stewardess, optician, plumber. Then
lk about whether the workers perform a service or deal with goods.
ite the students responses next to each job. Then compile a
ond list- craftsperson, farmer, factory worker, baker-and
eat the questions.
p the students discover that the first list contains service
kers and the second, workers who deal with goods. Talk about the
ferences. Ask the students what their parents' jobs are and
ether they think they deal in goods or services.
o the students categorize classroom jobs as well. Write these
mes on the chalkboard under the correct category. Bulletin
rd lists can be categorized in the same way. You should also
t out that some workers deal with both goods and services.
the students think of some examples?

CAREER EDUCATION WEEK
at
DUNBAR HIGH SCHOOL

"Experience the Future: Decisions for Life"

November 18, 1975 *9:30 a. m.*
Presiding - Towana Franklin, 12th Grade Representative
Career Development Exemplary Project

Opening Remarks and Welcome. . . . . Mrs. Phyllis R. Beckwith
Principal

"Trumpet Song" - Conley. . . . . .Dunbar Concert Band

Introduction of Speaker. . . . . Miss Towana Franklin

Address. . . . . .Dr. Margaret G. Labat
Superintendent, Region IV

"You've Got a Friend" - King. . . . . .Micaela Price

Introduction of Special Guests. . . . . .Mrs. Phyllis R. Beckwith

"Riff Raft" - Phillips. . . . . Dunbar Concert Band

Closing Remarks. . . . . .Mrs. Phyllis R. Beckwith

****

Department of Guidance

Mrs. Claudine L. Mitchell, Coordinator
Career Development Exemplary Project

Mrs. Florence T. Ridley
Guidance Chairperson

Mrs. Antoinette L. Ramsey

Mr. Charles A. Skinner

****

Support Services

Mrs. Jacqueline Brooks
Career Adviser

Mrs. LaVerne Jones
Mini-Employment Counselor

Miss Nedra Spruill
Career Adviser

****

Administrators

Mrs. Phyllis R. Beckwith
Principal

Dr. Margaret G. Saxon
Assistant Principal

Mr. John H. Brinkley
Assistant Principal

Mr. Bernard C. Lucas
Assistant Principal

ml

SPINGARN-DUNBAR STAY HIGH SCHOOL

CAREER EDUCATION WEEK

Nov. 11 - 15

SPEAKERS

Mrs. M. Jeffries, Career Education Parent Advisory Council	.....Student-Parent Dyad and Career Education
Mrs. A.H. Munlyn, Educational Specialist, CEPAC	.....Parent's Perception of the School's Role in Career Educ.
Mr. L. Gray, Teacher-Coordinator	.....Curriculum Trends
Mrs. B.D. Etheridge, Project Director of Career Exemplary Program in D.C. Schools	.....The Status of Career Educ. in D.C. Schools

B. Jordan,
Principal

O.H. Calhoun
E.R. Rousseau,
Counselors

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

April 25, 1975

CAREER EDUCATION SESSION
FOR STUDENTS

SUBJECT: Orientation to Health Careers

WHEN: Monday, April 29, 1975

WHERE: Art Department - Dunbar High School

INSTRUCTOR: Stanley White

FACILITATOR: Martha J. Roache
Assistant Director
Career Development
Exemplary Project

AGENDA

- Slide-Tape on Health Careers
- Health Game
- Rap on Health Careers
- Plan Art and Health Project

ATTENTION!!

CAREER DEVELOPMENT MEDIA CENTER OPENING

J.O. Wilson – Room 210

Friday, January 31, 1975 8:45-3:15 p.m.

Come in and browse.
Find materials you can borrow for use in your center.

Refreshments

Please Come.

Career Dev. Team

Evaluator

Illustrator

Salesperson

MASS

PRODUCTION

ACTIVITIES

Budget Expert

CAREER DEVELOPMENT WORKSHOP

Spring 1976

Assemblyman

Gwendolyn C. Chamberlain

Team Leader - Antioch School

Pencil Holders

Directions:

1. Measure felt to fit can and cut.
2. Brush glue on can.
3. Fit felt on can and press firmly.
4. Decorate as desired.

Materials Needed:

Rulers	Felt	Scissors
Glue	Brushes	
Yarn	Small Juice or Vegetable Cans	

****

Jewelry Box

Directions:

1. Decorate egg carton with felt, yarn glitter, shells etc.
2. Shellac for a glossy finish.

Materials Needed:

Egg Cartons	Glue	Shells
Scissors	Paint	Shellac
Felt	Yarn	

****

Stained Glass Bottles

Directions:

1. Cut tissue paper into small shapes. (squares, circles etc.)
2. Glue tissue paper onto bottle, overlapping the colors in order to give a stained glass effect.
3. Brush a thin layer of glue or varnish on the outside of finished product for a glossy finish.

Materials Needed:

Colored Tissue Paper	Scissors
Glue	Brushes
Shellac or Varnish	Unusually Shaped Bottles

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

MEMORANDUM

TO: _____
(Team Leader)

_____
(School)

FROM: Martha J. Roache
Assistant Director
Career Development Exemplary
Project (724 - 4553 or 54)

REMINDER: Your class is scheduled for a Career Education trip on the McDonald's Fun Bus.

Date: _____

Time: _____

Destination: _____

WIND-UP: Free lunch at a nearby McDonald's Restaurant.

BUS HOLDS ONLY 25 STUDENTS !!!!

Please use the following strategies for successful trip implementation:

1. collect written permission slips from parents.
2. prepare your students for trip by discussing agenda; sights; workers to be seen; purpose of trip, etc.

EMORANDUM (cont'd)

3. follow-up work should be done with students.

4. write thank you notes to:

   Ms. Faithie Norrell
   Community Relations Representative
   McDonald's - Suite 1200
   8150 Leesburg Pike
   Vienna, Virginia

5. choose a student reporter and cameraman for your trip.

6. send samples of students' work; snapshots, etc., to Career Development Exemplary Project -
   ATTN: Mrs. Martha J. Roache, Assistant Director

7. have students in the school lobby <u>on</u> <u>time</u> for pick-up on assigned date.

THANKS FOR YOUR COOPERATION!!!!!

HAVE A GOOD TRIP!!!!!

Actu

purchasing officer

Surveyor

air traffic controller

mathematicians

CAREERS IN MATHEMATICS DAY

The Mathematics Department in meeting their car education objectives surveyed seventh and eighth grade students to determine

(1) career interests

(2) career workshops desired

Community resource persons were obtained and min workshops were arranged based on the findings.

physicists

architect

Geologist

Participating Teachers:

Mrs. Cynthia Clarke
Mrs. Gloria Eldridge
Mrs. Sandra Nelson
Mrs. Ada Sullivan
Mrs. Catherine Whitlow
Mrs. Malinese Thompson

Accountant

teacher

meteorologist

Economist

Operations Expert

CAREERS IN MATHEMATICS DAY

I. Opening

a. P.A. System Announcements
b. Bulletin Announcement

II. Meeting in Library (9:00) .....Mrs. Thompson

a. Introduction of Teachers and Speakers
b. Background Information
c. Purpose of Symposium
d. Procedures for Mini Workshops
e. Distribution of Programs

III. Mini Workshops (9:00 to 10:45)

Guest	Teacher	Room
Mr. Nathan Hook, Northrop	Ms. Eldridge	21
Mr. Jonathan Boyd, NASA	Ms. Sullivan	10
Mr. Manny Wilson, IBM Mr. Bill Carlton, IBM	Ms. Whitlow	26
Mr. John Conlan, C&P Mr. Glascoe Smith, FDA	Ms. Clarke	20
Mr. Rudolph Sullivan, Flow Research Lab Mr. John Gordon, NDH	Ms. Nelson	26

IV. Luncheon (10:55) .....Mrs. Thompson
Room 254

a. Evaluation
b. Discussion
c. Recommendations

V. Acknowledgements

VI. Closing (12:00)

you need

MATH

YOU'LL NEED...

.....SOME HIGH SCHOOL MATH IF YOU BECOME A

..fireman.
gas station attendant.
policeman
postal clerk.
stenographer.
stock clerk.
telephone operator.
typists.

.... MORE HIGH SCHOOL MATH IF YOU BECOME A

bank clerk,
billing clerk,
bookeeper,
carpenter,
doctor's assistant,
electrician,
electronic computer operator,
electroplater,
insurance clerk,
iron worker,
library assistant,
lineman,
machinist,
mechanic,
medical technologist,
payroll clerk
plumber,
practical nurse,
sales clerk,
secretary,
shipping clerk,
ticket agent,
x-ray technician

.... FOUR YEARS OF HIGH SCHOOL MATH , PLUS A YEAR OR TWO MORE IF YOU WANT TO BE AN

airplane pilot,
aviation technician,
broadcasting technician,
chemical technician,
desk computer operator,
draftsman,
electronics technician,
engineering aide,
flight engineer,
forestry aide,
instrument maker,
laboratory technician,
merchant marine officer,
metallurgical technician,
mining technician,
statistical aide,
surveyor
tool designer.

...SOME COLLEGE MATH IF YOU WANT TO BE A....

accountant,
agricultural economist,
air traffic controler,
architect,
bank officer,
computer programer.
FBI agent,
food technologist,
forester,
geographer,
geologist,
home economist,
optometrist,
pharmacist,
physician,
purchasing agent,
registered nurse,
social worker,

SS. PAUL AND AUGUSTINE SCHOOL
1715-15th Street, N. W.
Washington, D. C. 20009

CAREER OPPORTUNITIES DAY

21 January 1975

10:10-10:30 Organization

10:30-11:10 Workshops and Leaders

I. Choosing an Apostolate

Rev. Kenneth C. Stewart, OFM-CAP
National Office for Black Catholics
Eighth Grade Classroom

II. Reporters and Reporting

Mr. Richard Prince
The Washington Post Newspaper
Seventh Grade Classroom

III. Serving Man Through Medicine

Mr. Horace R. Carson
Howard University School of Medicine
Sixth Grade Classroom

IV. Your Involvement in Law Enforcement

Office William Z. Taylor
Metropolitan Police Department
Reading: Media Center

V. Property Management: A Way of Life
Mr. Theodore F. Walker
Redevelopment Land Agency
Math: Media Center

11:10-11:20 Coffee break (available in library for guests)

11:20-12:00 Workshops and Leaders
Students will change to workshops of second choice

12:00-12:45 Lunch break

12:45-1:00 Reentry and Reorganization

SS. PAUL AND AUGUSTINE SCHOOL (continued)

1:00-1:50 Workshops and Leaders

VIII. Working the Cow's Outside and Other Things
Mr. Dave Gilbert
The Cow's Outside

Reading: Media Center

IX. The Other End of a Camera
Mr. Joseph D. Clipper
Portrait Photographer

Eighth Grade classroom

X. Women in Business
Mrs. Carrie E. Miller
Coiffeur
Seventh Grade classroom

1:50-2:00 Coffee Break (available in library for guests)

2:00-2:20

I Think I Would Like to Be:

Recapitulation
Rev. Raymond D. Kemp, Co-pastor
Eighth Grade

Mr. Luis Grillo, Director of Religious Education
Sixth Grade

Mr. Charles E. Carter, Principal
Seventh Grade

COMMITTEES

Parking	Courtesy	Name Tags	Coffee Break
8th Grade	7th Grade	Sixth Grade	Sr. M. Paschal
President	President	President	Sr. Jean Marie
Secretary	Secretary	Secretary	

Audio-Visual	Photography	Recording
Mrs. Ruth Robinson	Sr. M. Gabriel	Miss Linda Coope

Publicity
Mr. Charles Carter

CAREER EDUCATION in the INNER CITY PLANS EXPANSION

Following acceptance of the administration's proposal by the U. S. Office of Education, selected schools in the Model Cities area began to prepare for implementation of the D. C. Career Development Exemplary Project. Fourteen schools, Dunbar High School, several of its feeder schools and six other Title I schools, are included in Phase I.

Based upon five concepts developed by a team of teachers, the career awareness program K--6, children learn to like themselves and to see themselves as valuable members of the community. At an early age, participants begin to appreciate the interdisciplinary nature of all learning as well as the multicultural aspects of life in America.

Children learn that: there is dignity in all work; the life of a culture depends on its workers who produce goods and services; there are many different kinds of work; mankind uses tools for work and work has rewards.

The variety of subjects included in the elementary model includes photography, electricity, art, music, creative writing, drama, gardening, manufacturing, marketing, curriculum oriented trips and technology. Beginning with parents, the program invites the community into the classroom where children learn from a broad spectrum of hands-on activities.

The junior high schools continue self-development activities through the survey of ten modules of interdisciplinary curriculum developed by a team of teachers and consultants. These include: Consumer and Homemaking; Communications and Media; Fine Arts and Humanities; Construction and Environment; Agri-Business, Natural Resources and Marine Science; Public Service Occupations; Health Occupations; Manufacturing, Marketing and Office Occupations; Transportation and Hospitality, Recreation and Personal Service Occupations.

Hands-on experiences continue at this level using the resources of the school and community as students proceed through the modules directed by interdisciplinary teams of teachers, sensitive to the needs of early adolescence.

1973-74 is the planning year at Dunbar High School, where the staff labors to create a model for career development in an academic high school. Serving as facilitators, members of the staff of the Project assist in this process at weekly work sessions with a volunteer faculty committee, assessing the present curriculum offerings and planning strategies to meet identified needs of the surrounding community.

Schools currently involved in the project include: Dunbar High School, Shaw, Terrell and Jefferson Jr. High Schools, Amidon, Bundy, Cleveland, Lenox, Scott-Montgomery, Seaton, Syphax, Tubman, Tyler and Sts. Paul and Augustine Elementary Schools where 1,256 students and 81 teachers are involved in implementation.

Staff of the Project includes Mrs. Bessie D. Etheridge, Director and Ms. Ellen F. Donchez, Ms. Martha J. Raesche, and Dr. Jarugla Rao, Assistant Directors.

Directions Acquaint Students With Innumerable Careers

Deborah Tillman

Listening to guest speakers and watching films about various careers highlighted Career Education Week, Nov. 11-15.

The week kicked-off with an address by Dr. Kenneth Hoyt, associate commissioner, U.S. Office of Career Education. Dr. Hoyt stated three questions that students must ask themselves: 1. What is important to me? 2. Why should I work and what will work mean to me? 3. What is possible for me?

In the next day's assembly, School Superintendent, Mrs. Barbara Sizemore's address made students aware of what to expect and how to prepare themselves for the twenty-first century.

"A black person who settles for a low position is stupid. You should always reach for higher things," said Mrs. Sizemore.

Following Mrs. Sizemore's address a film entitled, "Where Do We Go From Here?", focused on the positions in America's third leading business, the restaurants.

The closing assembly featured Mrs. Bessie Etheridge, Project Director of Career Development Exemplary Project.

"Students today are very lucky because they have guidance counselors and career counselors to help them in making decisions for the future. My generation was not that lucky," said Mrs. Etheridge.

Also present on the stage was a former Dunbarite, Mr. Nathaniel Hill.

Entertainment in assemblies was furnished by the Choir and the Band.

To help emphasize the week, each class prepared a bulletin board in its homeroom. Also the students and faculty wore badges telling what career they were plugging into.

Many classes invited speakers to give lectures about specific careers. Films were also shown as a part of the lesson. Among the speakers were Mr. Clive Amos, Metro representative; Mr. Bob Bates, from Senator Kennedy's office; Mr. Eugene Greene, pianist and J. C. Haywood, *Eye Witness News* reporter.

Other speakers included Mrs. Helen D. Halfway, Barbizon School of Fashion; Mrs. Willa Johnson, professor of Afro-American Studies and Mr. Del Lewis, public relations officer, C & P Telephone Company.

On the last day of Career Week, students switched roles with the administrators and teachers, Deborah Deborah Tillman was principal.

Students serving on the Career Education Parent Advisory Council are Darryl Erby and Charlotte Watson, twelfth grade representatives; Tawanna Franklin, eleventh grade representative, and Tyrone Gaines and Deborah Glover, tenth grade representatives.

Mrs. Claudine L. Mitchell, tenth grade counselor serves, as the coordinator of the Career Development Exemplary Project.

DUNBAR NEWS REEL
DECEMBER 19, 1974

Career Conference Meets

by Lagusha Whitfield

A career seminar was held at Browne Junior High from May 17th-21st. The seminar was sponsored by the Career Exemplary Project and it involves counselors, teachers, librarians and administrators.

This workshop involved a representative from each school. There were seventy-six visitors in one session.

The counselors talked about what happened during the year. They said they had planned field trips, the students saw films about different jobs.

Sister Joan Marie Rogers, Sts. Paul and Augustine School, works with Mrs. Georgia Patterson, Teacher at Bundy School.

CAREER DEVELOPMENT TAKES A SHOT AT STUART

Ms. Martha Roache and
Mrs. Ellen Datcher

Mrs. Ellen Datcher and Mrs. Martha Roache came in during the first week of school to bring loads of Career Development ideas and materials.

They met with Mrs. Jacqueline Pegram (who is the building coordinator) and mapped strategies for incorporating career experiences with each and every class.

Two Staff Development days have been planned by Mrs. Pegram and the Mobe Team when teachers experienced "hands-on" activities.

One such activity was when the teachers learned how to photograph and develop black and white pictures. The film and cameras were supplied by Mrs. Datcher and her team; and teachers learned the importance of knowing what chemicals are necessary for developing film.

In another workshop, teachers learned specific careers which are related to the subjects that they teach.

-

Photographers, Lionell Neal and Kenneth Irby, along with Mr. Walter Bryant, participated in the National Science Teachers Association's National Convention on November 21, that was held at the Sheraton Park Hotel They demonstrated their skills in photography. Their experiences are a direct result of Career Development here this year.

Mrs. Datcher and a team of career experts headed a workshop last summer in which fourteen teachers here participated along with many other teachers in the District of Columbia Schools.

BY CECILIA HAMLETT

National Guidance Career Week

SECONDARY COUNSELOR STYLE

A CAREER GUIDANCE WEEK TO REMEMBER: Dunbar High School

"PLUG INTO A CAREER" the red badges proposed, and each student, teacher, administrator, guidance counselor, parent, and invited visitor enthusiastically pinned on a badge each day during a rousing Career Education Week, November 11 through November 15, 1974.

Using the theme, "Where Do We Go From Here?", the Dunbar Department of Guidance, in cooperation with the Career Development Exemplary Project's program under Instructional Services(whose able director, Mrs. Bessie Etheridge), with the assistance and cooperation of administrators, counselors, and teachers at Dunbar planned and executed an exciting week of career activities. Mrs. Claudine Mitchell, guidance counselor, served as coordinator of the event.

The stirring parade of activities began on Monday morning with an address by Dr. Kenneth Hoyt, Associate Commissioner, Office of Career Education, US Office of Education. Speaking to the entire student body, Dr. Hoyt urged the students to look for and find a meaningful career among the many choices which the coming week would introduce to them. He spoke of his own early years and how uncertainties about his future made him very sympathetic with the young as they think of the future. Mrs. Phyllis R. Beckwith, in thanking Dr. Hoyt, reminded students of the many career choices the students of today are able to make and that in their classes, all during the week, they would be able to view films, filmstrips, posters, and pictures. They would hear speakers, see demonstrations, hear about careers in the areas of computer programming, salesmen, writers, artists, models, secretaries, physicians, engineers, and buyers.

For the balance of the day students moved into several classrooms. If they were interested in a particular demonstration, they were permitted to attend that class.

On Tuesday morning, Mrs. Barbara Sizemore, Superintendent of DC Public Schools, spoke briefly and encouragingly to the students, reminding them that the future is wide open and the successful attainment of their goals is up to them.

Again students were given the opportunity to move to classrooms of their choices and hear about careers in the arts, veterinary medicine,oceanography, animal husbandry, all of which are being taught at Washington Technical Institute.

Later that evening at the PTA Meeting, Dr. Margaret Labat, Regional Superintendent, Region IV, discussed with the parents, teachers and students the importance of the PACTS program, explaining that in combining the talents and energies of parents, administrators, community, teachers, and students, a good education can become a reality.

A steady stream of professionals continued to flow into the school on Wednesday and Thursday, among them the polished, attractive J. C. Hayward of WTOP-TV, who gave a fascinating talk to the journalism class on the importance of communication in any career you can name since the exchange of ideas between people depends on clarity of the written and spoken word. Her message to the intent students was to study and polish the art of communication. (See Page 6, Career, Ramsey)

CAREER - RAMSEY (cont from page 5)

Mrs. Bessie Etheridge, the keynote speaker, summed it all up in the closing assembly on Friday, saying that Dunbad High School students and staff had proven that Dunbar had been a good choice for the pilot high school program in the District of Columbia and she knew that this was just the beginning of learning more about career opportunities and alternatives in the 1970s.

Mr. Nathaniel Hill, Supervising Director of Guidance and Counselling, DC Publ[illegible] Schools, congradulated all on a week of dynamic and worthwhile career activities.

---------- Toni Ramsey
Counselor

Newsletter
D.C. School Counselors Assoc.
December, 1974

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

CAREERGRAM

April
1
9
7
6

Editor: Martha J. Roache, Assistant Director

"The Youth of a Nation Are The
Trustees of Posterity."

- Disraeli

SPOTLIGHT ON PROGRESS

Congratulations!!! The Office of Education Evaluators gave our program a very good report for this year. They were quite pleased with what they saw when they toured our schools. Copies of their report may be obtained from the principal's office of each school.

Goodbye!!! We will certainly miss two members of our Career Education Team that have joined the "retirement world". Mrs. Marie Perry, former principal of Cleveland Elementary School, and Mrs. Mary Robinson, Counselor at Tubman School.

Welcome!!! We are pleased to have Mrs. Eurah Collins, Principal of Cleveland Elementary School, as a new member in our Career Education family.

The Career Education Team at Ludlow-Taylor Elementary School is planning an Art Auction for this month. Students have been assigned all the major jobs related to this event.

A Career Education Interdisciplinary Team Approach is being used at Randall Junior High School. The students and teachers have opened the Randall Variety Hut. All items at the Hut will be made by the students. Students will be able to purchase stock in their school store.

Ms. Nettie Banks, Counselor, has coordinated a tour of the Embassy of Ghana for a Second Grade class at Syphax Elementary School.

Ms. Cassandra Dutch invited a dentist to visit her class at Tubman Elementary School during Dental Health Week.

Career Education News - February 15, 1976:

> "After experiencing the 'fire' of Career Education, I couldn't wait for the school year to begin to see the effects this would have on my students... they love being actively involved and learning from a much broader base.... their attitudes become more positive." - Roslyn Smith, 5th Grade, Ludlow-Taylor Elementary School, Washington, D. C.

The Chocolate City Dancers and the Glee Club of Walker-Jones Elementary School were filmed on Thursday, March 4th, for the Federal Programs Exhibit in April.

Ms. Denise Tucci, Art Teacher at Scott-Montogmery Elementary School, has done quite a bit of work with students in coordinating Career Education and Art.

The Career Education Team at Hamilton Junior High School has been meeting to map out activities to correlate their work with students in the Health Careers Cluster.

The Career Development Exemplary Project will have an exhibit booth at the D. C. Bicentennial Expo to be held April 4 - 6, 1976, at the Sheraton Park Hotel. The following persons have been hard at work in developing materials for display:

Teachers	Ms. Annie Blair	Ms. Jennifer Gibbs
	Mr. Walter Bryant	Ms. Delore President
Counselors:	Mr. Perry Johnson	Ms. Edith Tucci
	Ms. Antoinette Ramsey	
Career Ed. Aides:	Ms. Ann Booth	Ms. Delores Stuckey
	Ms. Jackie Haggans	
Staff Coordinators:	Dr. J. S. Rao	Ms. Martha Roache

Mrs. Bessie Etheridge and Mrs. Ellen Dutcher will give an overview of our program at the Career Education Seminar during the Expo.

The Career Education Counseling Team Meeting was held on Wednesday, March 24th. There were several guests present from the Bilingual Office and the Graduate Counseling Program at Trinity College.

Career Education Educational Tours:

1. The counselors are planning to visit the Guidance Resource Center in Harrisburg, Pa., in May. Details on this trip will be distributed later.

2. Career Education Parent Trip is also planned for May.

3. Career Education Administrators are planning to tour Dunbar High School in Baltimore, Maryland on April 8th.

Ms. Nedra Spruill, Career Education Advisor at Dunbar Senior High School, held an exhibit and demonstration for parents at the Dunbar P.T.A. related to health careers. Students monitored this event.

Ms. Betty Thornton, teacher at J. F. Cook Elementary School, has been working with her students in word scrambling games dealing with varied occupations.

1. Each student is given three (3) careers. The student unscrambles the three (3) careers. (Each career has a separate card.)

2. If the child is having difficulty unscrambling the career; he turns the card over to find a picture clue.

3. After unscrambling the career name (looking at the sketch), then the child writes the correct spelling out. Ex., ocoristnacd; aborcat; istrat.

Drew Elementary School has published an excellent elementary school newspeaper. The student reporters have done a fine job. Ms. Marie Bracely and Mr. Ronald Harris, Faculty Advisors, really worked hard in getting their first (1st) issue to press in February.

ORCHIDS this month go out to:

Ms. Ardell Thompson, teacher at Shaw Junior High School

for two (2) very creative activities related to Career Education that she did with her students.

Jobs For The Gods:

- Ninth (9th) grade class involved in mythology had to name a god or mortal in one of the stories read and give this god or mortal a job or occupation in today's world.

Ex. Archilles - General
Mercury - Football Player
Pluto - Judge
Juno - Beauty Queen

Communication In Transportation:

- Eighth (8th) graders studied communication through the morse code and through the navy signal flags. The students really enjoyed decoding to see what messages were being given by the teacher.

Keep Up The Good Work!!!!

Ms. Doris Gaddy's Second Grade Class at Drew Elementary School received a letter from President Ford congratulating the class for celebrating our National Bicentennial by sending a "Hello America Birthday Card."

The D. C. Public School Counselors will give a Career Education Presentation at the American Personnel Guidance Association Convention, Chicago, Illinois, on April 12th. Messrs. Richard Jackson and Joe Davis, and Mrs. Claudine Mitchell are presenters from the Career Development Exemplary Project.

CAREERGRAM
April, 1976

CAREER EDUCATION

N E W S F L A S H

* * * * *

FOR THE SECOND (2nd) CONSECUTIVE YEAR, MEMBERS OF THE CAREER DEVELOPMENT EXEMPLARY PROJECT HAVE INSPIRED WINNING STUDENT ENTREES IN THE NATIONAL VOCATIONAL GUIDANCE ASSOCIATION POSTER CONTEST.

1 9 7 6

LaShawn A. Weaver
Grade 2 - Walker-Jones Elementary School

1st Place - Elementary Level
$100.00 U. S. Savings Bond

Master Phillip Dozier
Grade 6 - Walker-Jones Elementary School

3rd Place - Elementary Level
$25.00 U. S. Savings Bond

CAREER EDUCATION

N E W S F L A S H

(cont'd)

* * * * *

1 9 7 5

Master Charles Chase
Jefferson Junior High School

1st Place - Junior High Level
$100.00 Cash Prize

Well Done!

SEATON SCHOOL

CAREER AWARENESS ACTIVITIES MARCH, 1976

Monday, March 1	Pupils of Grades 5 and 6 will interview and plan with school personnel to prepare for Turn About Day.
Tuesday, March 2	Assembly presenting participants for Turn About Day.
Wednesday, March 3	TURN ABOUT DAY - 9:00 A.M. to Noon.
Tuesday, March 9	Mrs. Carmichael - Slides and Talk Grades 4-5-6 - First Black Woman to Visit Artic.
Wednesday, March 10	Mr. Powell - Talk to Grades 5-6 Penn Career Center Program
Thursday, March 11	Program - Music and Dance Mr. Charles Allen and The Debonairs Mrs. Law and The Highettes From Hine Junior High School
Monday, March 15	Mrs. Moore - Consumer Educator from Safeway Stores. Film and Discussion.
Tuesday, March 16	Mr. Milton Douglas and Associates - Community Care - Dept. of Human Resources. Jobs in the Government.
Wednesday, March 17	Mr. James Moore and Assistant Visual Aids Division of Archives - Film and Talk. Grades 4-5-6.
Thursday, March 18 & Friday, March 19	Spelling Bee
Monday, March 22	Mrs. Quinton, Woman Postal Employer

Seaton School - Career Awareness Activities (cont'd)

Tuesday, March 23 — Judging of Poster Contest

Wednesday, March 24, 25, and 26 — Culminating Activities

Our Impressions and Evaluation

Team Members: Archer, Blanding, Burnett, Cave, Cross, Gordon, Harris, Martin, Patterson, Roberts, Robinson and Tribbitt.

* * * * * * * * * * *

C O P Y

Goding Elementary School
900 "F" Street, N. E.
Washington, D. C.

Dear Mrs. Roache,

When I went into the studio yesterday, I was so surprised and so delighted. I learned many facts about T.V-4. I saw the chairs that Jim Vance and Glenn Rinker sit in. I noticed how the films are developed. Now I know how the reporters obtain the news and how the anchor-men report it. There were so many bright lights.

Thank you for planning an enjoyable and educational trip.

Sincerely,
Willie Keyes
Grade 6

C O P Y

BICENTENNIAL IDEAS RELATED TO CAREER EDUCATION

1. Carry students on a tour of historical Black Places in Washington, D. C.

   Suggested Text: Black Guide To Washington by Powell & Cunningham, 1975

   $2.00 (copies available at Peoples Drug Store or Washington Book Co. - 1828 "L" St., N. W. Washington, D. C. 20036

2. Physical Education Activity

   Survey regional sport activities.
   Ex. Log-walking (lumberjacks).

3. Compare the Job Market fifty (50) years ago with today.

4. Have students trace their Family Tree.

5. Oral History Activity

   Invite grandparents to school to share their knowledge of past events.

APRIL EVENTS IN WASHINGTON, D. C.

- Opening of New Lion and Tiger Enclosure at the National Zoo.

- Outdoor Display of Azaleas - National Arboretum

- Young People's Festival of the Arts thru April 17th - Anacostia Neighborhood Museum

- Ringling Brothers Barnum and Bailey Circus D. C. Armory - April 7 - 25, 1976

- Bicentennial Exhibit - National Portrait Gallery

- Children's Film Festival - Museum of African Art

- Special Easter Program at Kennedy Center Call 254 - 3718 for details.

QUESTION: How are you going to incorporate these dates in your Career Education Program?

BLACK HISTORY DATES IN APRIL

1st	Birthday of Rev. Augustus Tolston, America's First Black Catholic Priest.
2nd	Birthday of Charles White, one of America's foremost contemporary artists.
2nd	International Children's Book Day.
4th	Assassination of Dr. Martin Luther King, Jr., in Memphis, Tenn., (1968).
5th	Birthday of Booker T. Washington, founder of Tuskegee Institute in 1856.
6th	Matthew Henson, Black Explorer, reaches North Pole with Commander Robert E. Peary in 1909.
7th	Billie Holliday, jazz singer, born 1915.
9th	Birth of Paul Robeson, singer, actor, spokesman for Black equality, 1898.
10th	Ira Aldridge born in 1839. One of the First great Black Shakespearean Actors. (Concert Hall named after him on Howard University Campus.)
11th	Civil Rights Act bans racial discrimination in housing, 1968.
14th	1964, Sidney Poitier became First Black to win Oscar Award from film academy for "best actor of the year."
16th	Ebenezer Bassett, First Black appointed to U. S. diplomatic service -- became minister to Haiti, 1869.

Black History Dates in April (cont'd)

23rd	Granville T. Woods, inventor of air brake and many other devices - born 1856.
24th	United Negro College Fund established in 1944.
30th	Dr. Louis T. Wright, in 1952, was awarded a medal by the American College of Surgeons for outstanding cancer research.

* * * * * * * * *

SPECIAL DATES

1 - 6th	National Drafting Week
4 - 10th	National Textile Week
11 - 15th	Pan American Week
18 - 24th	National Library Week
	National Secretaries Week
	National Y.W.C.A. Week
23rd	Shakespeare's Birthday
25th	National Arbor Day

Bulletin Board Suggestions

Circus Jobs

Clown

Ringmaster

Animal Trainer

Trapeze Artist

Concession Seller

Juggler

Barker

Wardrobe Person

Public Relations Officer

ARBOR DAY IS HERE

Sunday, April 25, 1976

Class Tree Planting Project

Duties: ex. John - purchase tree

Resource person: Employee of Botanical Gardens, National Arboretum or Plant Shop.

National Secretaries Week

1. Survey different kinds of secretaries. ex. medical, legal, etc.
2. Visit secretarial school.
3. Interview school secretary.
4. List duties of secretary.
5. Write thank-you notes to the school secretary for a job well done this school year.

Career Education Activities

Pan American Week

1. Invite guest from one of the embassies.
2. [redacted] foreign dish.
3. Make musical instruments used in North, South or Central America (ex. clappers; maraca; castanets, and bongo drums)

(Books on making musical instruments are located in the childrens' division of D.C.P.L.)

National Library Week

1. Bookmaking
2. Survey jobs in D.C.P.L.
3. Tour Martin Luther King Library.
4. Interview school librarian.

CAREER EDUCATION EVENTS

April

1 - 6th D. C. Public School Bicentennial Expo at Sheraton Park Hotel.

8th Career Education Administrators' Meeting
Tour Dunbar High School -
Baltimore, Maryland

9 - 15th American Personnel Guidance Association
Convention - Chicago, Illinois
Staff Representative - Ms. M. J. Roache

13th Career Education Parent Advisory Council Meeting

HAPPY BIRTHDAY TO ALL MEMBERS OF OUR CAREER EDUCATION FAMILY
BORN UNDER THE SIGNS OF ARIES AND
TAURUS

CAREER EDUCATION POTI-OURRI

DID YOU KNOW?

The Educational Products Information Exchange (EPIE) found racism and sexism in career education materials surveyed during a nine-month, $100,000 study of career products conducted for the National Institute of Education.

The study found that minorities were seldom shown in positions of leadership and never shown supervising white workers. Although minorities were often shown serving whites, they were seldom shown being served by whites.

Regarding sexism, the study found that 68 percent of 9,456 illustrations surveyed showed males, and that males were shown in five times as many occupations as females. Of 38 audio materials, the study found only one female narrator.

For more information, write EPIE at 463 West Street, New York, N. Y. (10014).

Language Arts
Resource
Person:

Ambrosia T. Shepherd
Black Poet at
Howard University

529 - 7226 or
529 - 4005

* * * * * * * *

Suggested Reading: My Life Can Be Beautiful, 1975

Introduction of Careers To Inner City Youth by Theresa Lang Jackson

$4.50 Vantage Press
516 W-34th St., N. Y. (10001)

* * * * * * * *

NOW IS THE TIME TO REMIND STUDENTS TO APPLY FOR SUMMER EMPLOYMENT DURING THEIR EASTER VACATION.

[illegible] FOR NEWSLETTER

Deadline for information to be placed in the Newsletter must be made before the 25th of the month.

NAME: _____

GRADE/SUBJECT: _____

SCHOOL: _____

INFORMATION: (Class events; poems and stories by students; snapshots, lesson plans; future happenings; trips and reports; etc., related to Career Education.)

Mail, via school mail, to:

Martha J. Roache
Assistant Director
Career Development Exemplary Project
Browne Junior High School
Room 103-B
24th & Benning Road, N. E.
ROUTE #4

PLEASE RETURN PLEASE RETURN

PLEASE
RETURN

* * * * * *

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

7 October 1975

MEMORANDUM

FOR: All Personnel
Career Education in the Inner City

FROM: Bessie D. Etheridge

RE: Newsletter, for National Dissemination

Members of the staff of the project are in the process of developing a newsletter for national dissemination as the official organ of the D.C. Program and we would like it to represent you and your activities.

To this end, you are invited to submit articles reflecting your career education activities. Suitable subjects might include:

- Career Days
- Successful strategies used by teachers
- Field Trips
- Visitors to the classroom
- Resource Center features
- Activities of faculty members which are career oriented
- Pictures
- Poems
- Stories
- Effective instructional materials
- Book reviews - professional materials
- YOU NAME IT !

Tentatively, our publication dates will be:

November 15	March 15
January 15	May 15

We therefore request that your materials reach me on or before the first day of the publication month.

Team leaders are asked to distribute this memo to all participants immediately so that everyone may have an opportunity to be a part of this effort.

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA

WASHINGTON, D. C. 20008

[illegible] School
[illegible] & Calvert Streets, N.W.

[illegible]nk Miele, PRINCIPAL

RECEIVED
CAREER DEVELOPMENT PROJECT

MAY 31 1974

MEMORANDUM

TO: Mrs. Martha J. Roache, Assistant Director
Career Development Exemplary Project

FROM: Elaine D. Black, Counselor
Frank Miele, Principal

DATE: May 29, 1974

RE: Staff Development at Oyster Elementary School on March 29, 1974

We all at Oyster School wish to thank you for the excellent workshop you had on "Techniques that Could Be Used in Developing a Career Education Program at Oyster".

Everyone was quite impressed with your presentation, audio-visual aids and handouts. With this information we do hope to fully develop a comprehensive program next year; however, some of the teachers are using many of the ideas now in their program dealing with careers. In fact, a Career Education Program is being considered in the Oyster School budget for next school year.

Many, many thanks for making our Staff Development Day a great success.

Elaine D. Black
Elaine D. Black, Counselor

Frank Miele
Frank Miele, Principal

EDB/edb
cc: Director

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
WASHINGTON, D. C.

ver Elem. School
Ave. & C St., S.E.

. Carroll PRINCIPAL

June 10, 1974

Mrs. Martha A. Roach
Assistant Director
Career Development
Exemplary Project
Carver Elementary School
Washington, D. C.

Dear Mrs. Roach:

We want to thank you for making our year in school (1973-74) a profitable one through your expertize in "Careers" and the "World of Work". The area with which you assisted us was one of our goals.

Again, may we thank you for conducting the Career's Workshop in a most practical and informative way.

The material you let us borrow, from the center, was enjoyed by the staff and pupils.

If it is possible, we are enlisting your support for the coming school year. The "World of Work" is not in the future; it is now.

May you and your family have a very pleasant summer.

Sincerely yours,

Mildred C. Carroll

Mildred C. Carroll
Principal

Ruth M. White

Ruth M. White
Guidance Counselor

antioch

Antioch College Graduate School of Education, D.C. Career Education Workshop
Room 604, American City Building
Columbia, Maryland 21044
Telephone (301) 997-3535
James V. Clark, Dean

August 2, 1974

Mrs. Bessie Etheridge
Carver Elementary School
Washington, D. C.

Dear Mrs. Etheridge:

We wish to express our sincere appreciation for your participation as a keynote speaker on Tuesday, July 16, 1974, at the plenary session of the Career Education Workshop at Browne Junior High School.

The knowledge and motivation generated by you, we are sure, had a tremendous impact upon the participants in the Workshop from the various schools throughout Washington, D. C. and will help them in responding to the challenges that await them in the fall.

Above all we sincerely wish to thank you for sharing your Career Education materials with us.

Sincerely,

Dr. James V. Clark

Dr. James V. Clark, Dean
Antioch College Graduate
School of Education

dac

cc: Ms. Lillian A. Curley
Associate Director

RECEIVED
CAREER DEVELOPMENT PROJECT
AUG 16 1974

ESAA – CAREER EDUCATION COMPONENT
DISTRICT OF COLUMBIA PUBLIC SCHOOLS
BRUCE ADMINISTRATION BUILDING

MEMORANDUM

TO : Mrs. Bessie D. Etheridge, Director
Career Development Exemplary Project

FROM : Mrs. Angela McCord Shelby, Project Coordinator Career Education Component ESAA

A. M. Shelby

SUBJECT : Conference at Payne Elementary School held September 5, 1974

DATE : September 6, 1974

This just a note of thanks for your time, vital comments and observations offered at yesterday's meeting at Payne Elementary School.

If we can continue in the same spirit of unity that was so vividly shown by all participants at the meeting, I have no doubt that the hard work that lies ahead will be justified many times over by the benefits brought to those in the school system.

Thank you.

RECEIVED
CAREER DEVELOPMENT PROJECT
SEP 10 1974

770 Kenyon Street, N. W., Washington, D. C. 20010 (202) 291-7400

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
OFFICE OF EDUCATION
WASHINGTON, D.C. 20202

February 13, 1975

RECEIVED
CAREER DEVELOPMENT PROJECT
FEB 18 1975

Mrs. Bessie D. Etheridge
Project Director
Division of Instructional Services
Browne Jr. High School
24th & Benning Road, NE.
Washington, D.C. 20002

Dear Mrs. Etheridge:

Thank you very much for taking time out of your busy schedule to accompany us on a tour of the Career Education program at Goding School. I am sorry that my delay in arriving prevented a tour of the Lenox School, however, it did allow us to spend a little time discussing the career education concept and the overall program in the District of Columbia.

Enclosed are the two items I promised to send you; the folder on the August Martin High School in New York and the NIE Career Education Program Plan for FY 1975.

Please convey my best regards and thanks to Mrs. Gray and the teachers at Goding for their kind cooperation.

Sincerely yours,

Grace E. Watson

Grace E. Watson
Education Program Specialist
Division of Educational
Systems Development

Enclosures

SINGER
EDUCATION DIVISION

SVE - SOCIETY FOR VISUAL EDUCATION, INC
A Business Corporation

March 20, 1975

RECEIVED
CAREER DEVELOPMENT PROJECT
MAR 26 1975

Ms. Bessie D. Etheridge
Project Director
Career Development Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002

Dear Ms. Etheridge:

We wish to thank you for responding to our request for information concerning the career education programs in your school system. Only by getting some input from specialists like you can we determine what kinds of materials will "work" in classrooms across the nation.

Again, thank you.

Sincerely,

Suzanne T. Isaacs
Vice President, Product Development

STI:mt

Singer Education Division includes SVE instructional materials • Education Systems technical equipment and hardware for living • Singer Learning Center
1345 DIVERSEY PARKWAY, CHICAGO, ILLINOIS 60614 312 525 1100

Fellow Adventurers:

The past three years have been an exciting adventure, but we've only just begun. We've scratched the surface of Career Education and we're excited about our findings. You have been wonderful. Your commitment to the program of total education for all students has inspired the staff more than you realize. Thanks for your untiring effort in our every endeavor. Because of you Career Education will live and grow and expand. The next year and the next will be greater than the last.

When we reach the end of one stage and approach another, we often reminded of Winston Churchill who really said what we are thinking,

"This is not the end;
This is not even the beginning of the end.
This is just the end of the beginning."

Best wishes for all the years to come and bless you all.

The Staff
Career Education in the Inner City
1976

Bessie D. Etheridge, Director

Ellen F. Datcher
Jarugula S. Rao
Martha J. Roache
Assistant Directors

THE CENTER FOR VOCATIONAL AND TECHNICAL EDUCATION

Phone (614) 486-3655

THE OHIO STATE UNIVERSITY
1900 KENNY ROAD
COLUMBUS, OHIO 43210

September 25, 1973

Mrs. Ellen Datcher
Career Development Exemplary Project
Washington D.C. Public Schools
Carver School
45th and Lee Streets
Washington, D.C. 20019

Dear Ellen:

Thank you very much for your participation in the Personal Services conference here at the Center. All the project personnel who attended the conference feel that it was most productive and gave us a great deal of insight into the cluster. Your contributions were really appreciated.

You might be interested in knowing that our writers are proceeding with the simulation suggested by the conference participants and have been gathering information and resource material from health spas and equipment manufacturers. When the simulation is developed, we may call on you once again for your opinion of the material.

I would also like to thank you for the information you gave me about the Natural Resources conference held in Philadelphia. It helped me locate several people for our own conference and I'm sure they are going to be very helpful.

Sincerely,

Karen

Karen Finch

RECEIVED
CAREER DEVELOPMENT PROJECT

OCT 2 - 1973

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DEPUTY SUPERINTENDENT-INSTRUCTIONAL SERVICES
PRESIDENTIAL BUILDING
415 - 12TH STREET, N. W.
WASHINGTON, D. C. 20004

September 28, 1973

MEMORANDUM TO: Mrs. Ellen F. Datcher
Assistant Director

FROM: Dr. James T. Guines
Acting Deputy Superintendent

Your informative memorandum of September 26 indicates the enthusiastic approach taken by you and your associates to provide career education services to the Burroughs Elementary School.

You are to be commended for this cooperative and well planned effort in light of existing limitations of available resources.

You are encouraged to pursue your plans as proposed and implement your program as soon as feasible. Of course, you may expect any support and assistance available to me as needed to effectuate implementation of this service.

cc: Mrs. Etheridge
Mrs. Hundley
Mrs. Middleton

RECEIVED
CAREER DEVELOPMENT PROJECT
NOV 6 1973

November 5, 1973

Mrs. Bessie Etheridge, Director
Career Development Exemplary Project
Carver School
45th and Lee Streets, N. E.
Washington, D. C. 20019

Dear Mrs. Etheridge:

We, the Career Development team of Taft Junior High School, invited Ms. Beard and Ms. Clark of Browne and Ms. Lamb of Evans to our Career Development seminar on October 26, 1973.

We would like to commend these teachers for their outstanding service. The evidence of good training and fine direction was obvious throughout their talks.

In addition, they were highly complimentary of the program as well as Ms. Ellen Datcher and you.

Sincerely yours,

Cecile R. Middleton

Cecile R. Middleton
Principal

cc: Ms. Datcher

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
SUPERINTENDENT OF SCHOOLS
PRESIDENTIAL BUILDING
415 - 12TH STREET, N. W.
WASHINGTON, D. C. 20004

December 3, 1973

Ms. Bessie D. Etheridge, Director
Career Development Exemplary Project
Carver Elementary School
45th and Lee Streets, N. E.
Washington, D. C. 20019

Dear Ms. Etheridge:

Thank you for your letter of November 27, 1973 inviting me to attend the initial meeting of the Parent Council of the Career Development Project, "Career Education in the Inner City", on December 4, 1973. I regret, however, that due to a previous commitment, I will be unable to attend.

Please express my sincere support to the participants for their efforts to create a workable career development program for the students of the District of Columbia.

Sincerely yours,

Barbara A. Sizemore
Superintendent of Schools

BAS/pp

RECEIVED
CAREER DEVELOPMENT PROJECT
DEC 5 1973

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF PUPIL PERSONNEL SERVICES
PRESIDENTIAL BUILDING
415 - 12TH STREET, N. W.
WASHINGTON, D. C. 20004

Guidance Branch

February 19, 1974

Ms. Martha J. Roach
Assistant Director
Career Development Exemplary Project
Carver Elementary School
45th & Lee Streets, N. E.
Washington, D. C. 20019

Dear Ms. Roach:

I wish to express my appreciation to you for your participation in the meeting of elementary school counselors on Thursday, February 14, 1974 at the Langdon Elementary School.

I regret that unforeseen circumstances prevented me from being present. However, I understand that your presentation was excellent and it increased their understanding of your program as it operates at the elementary school level.

Thank you for coming to us and for giving the counseling staff such valuable information.

Sincerely,

Nathaniel E. Hill

Nathaniel E. Hill
Supervising Director

NEH/lsl
cc: Ms. Etheridge

BOARD OF EDUCATION OF THE DISTRICT OF COLUMBIA

PRESIDENTIAL BUILDING
415 TWELFTH STREET, N. W.
WASHINGTON, D. C. 20004

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DWIGHT S. CROPP
EXECUTIVE SECRETARY

DAVID A. SPLITT
GENERAL COUNSEL

March 8, 1974

RECEIV
CAREER DEVELOPME
MAR 1 1 19

Ms. Betsy Etheridge
Career Development
Carver Elementary School
Washington, D. C.

Dear Ms. Etheridge:

This will acknowledge receipt of your letter dated February 21, 1974, inviting me to a Parent Council Meeting at Jefferson Junior High School.

As I mentioned before, I am very much interested. However, due to illness in my family I was unable to attend. I hope your meeting was productiv and borrowing any unforeseen problems, I hope to be in attendance at your next meeting.

Thank you for inviting me.

Sincerely yours,

Hilda Mason

Hilda Howland M. Mason
Member
Board of Education

HM:mgj

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DEPARTMENT OF PUPIL PERSONNEL SERVICES
PRESIDENTIAL BUILDING
415 - 12TH STREET, N. W.
WASHINGTON, D. C. 20004

Guidance Branch

March 15, 1974

Ms. Ellen F. Datcher
Assistant Director
Career Development Exemplary Project
Carver School, Room 6
45th & Lee Streets, N. E.
Washington, D. C. 20019

Dear Ms. Datcher:

I wish to express my appreciation to you for your participation in the meeting of senior and vocational high school counselors at the Burdick Vocational High School, Thursday, March 14, 1974.

As a result of your presentation on the Career Development Exemplary Project, the counselors gained valuable information which, I feel, will increase their knowledge in career education and career development and, in turn, improve services to students.

Thank you for taking time from your schedule to come and share your expertise with us.

Sincerely,

Nathaniel E. Hill

Nathaniel E. Hill
Supervising Director

cc: Ms. Etheridge

NEH:en

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
URBAN ENVIRONMENTAL EDUCATION PROJECT
Madison School
10th and G Streets, N. E.
Washington, D. C. 20002

March 29, 1974

Mrs. Ellen Datcher
Career Development Project
Carver School
Washington, D. C.

Dear Mrs. Datcher:

The Senior High School Environmental Education Alliance and its Executive Body desire to express sincere thanks and appreciation for the service you rendered in our recent City-Wide Youth Conference held March 13, 1974 at the National Education Association Headquarters.

The results of our student evaluation of this conference and its impact on all youth in attendance, indicated that your contribution proved to be helpful. It stimulated in the students a desire to work toward making changes in their habits, school environments and communities as well as to attempt to influence other students to cooperate in improving the quality of life and their environments.

We are deeply grateful for your efforts in educating and informing us in new facets of learning which we could not have attained without you.

Gratefully yours,

Victor Hall

Victor Hall, President (Bell)

Charlotte C. Hutton

Charlotte C. Hutton
Project Coordinator
Senior High School Environmental Education Alliance

BRIDGEPORT PUBLIC SCHOOLS
District 3 Office

700 Palisade Avenue / Bridgeport, Conn. / 06610
E. J. Smith, Jr. / District Superintendent
DIRECTOR–PUPIL PERSONNEL SERVICES / City of Bridgeport

District 3 Schools
HARDING HIGH SCHOOL
EAST SIDE MIDDLE SCHOOL
BARNUM
BEARDSLEY
EDISON
FRANKLIN
GARFIELD
HALL
THOMAS HOOKER
McKINLEY
NEWFIELD
WALTERSVILLE

April 24, 1974

RECEIVED
CAREER DEVELOPMENT PROJECT
APR 26 1974

Mrs. Bessie D. Etheridge
Carber School, Room 6
45th & Lee Streets, N. E.
Washington, D.C. 20019

Dear Mrs. Etheridge:

Thank you sincerely for affording me an opportunity through a total staff meeting, visitation, individual staff conferences, and your personal availability to receive an in-depth picture of the Career Development Exemplary Project, "Career Education in the Inner City" during my recent visitation on the 10th and 11th of April.

Your exceptionally informative and personable staff was the highlight of my visit, coupled with the viewing of programs that showed a cooperative student/teacher/administration involvement.

Bridgeport Public Schools will definitely gain from materials presented to me, insight gained, and information absorbed relative to visits and staff conferences.

Both you and your staff are to be congratulated for their genial manner, depth, scope, and competence relative to the thrust and direction of Career Education and their personal involvement with their assigned schools and the success of the project.

Sincerely yours,

E. J. SMITH, JR.
Director-Pupil Personnel Services
District Superintendent

EJS:sm

ESAA - CAREER EDUCATION COMPONENT
District of Columbia Public Schools
Bruce Administration Building
770 Kenyon Street, N.W.
Washington, D.C. 20010
(202) 291-7080

March 27, 1975

MEMORANDUM

TO: Mrs. Ellen Datcher, Assistant Director
Career Development Exemplary Program

FROM: Mrs. Angela M. Shelby, Project Coordinator ams
ESAA-Career Education Component

SUBJECT: Course, "Career Education in the Secondary Schools," ESAA-Career Education Component sponsored

The interview panel by popular vote was a most effective method in accomplishing our course objective to promote and/or clarify understanding of the nature and progress of career education program in the D. C. School System.

Needless to say, the success of the panel technique would not have been acclaimed had it not been for your efficient and gracious participation.

We are delighed with the overall resulting effectiveness.

Thank you for your time, effort and expertise.

Tulsa County Area Vocational - Technical School District No. 18

Lamley, Ed.D., Superintendent

CAREER EDUCATION
Herman Grizzle, Pr
5
Ru
Tulsa, Okla
Phone (918) 584-0

April 24, 1975

Mrs. Bessie D. Etheridge
Project Director
Career Development Exemplary Project
Browne Junior HIgh School
24th & Benning Road, N.E.
Washington, D.C. 20002

Dear Mrs. Etheridge:

I wish to express my sincere appreciation to you for sending career information and materials. The information and materials are being studied and are very beneficial to the Tulsa County Career Education Program. If you develop other Career Education materials, I would appreciate receiving copies.

I was indeed a pleasure to hear from you and if I can be of any service to you, please let me know.

Sincerely yours,

Herman Grizzle

Herman Grizzle, Director
Career Education Tulsa County

HG:dm

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
REGION III
3535 MARKET STREET
PHILADELPHIA, PENNSYLVANIA 19101

May 6, 1975

OFFICE OF EDUCATIO

MAILING ADDRESS:
P.O. BOX 13716
PHILADELPHIA,
PENNSYLVANIA 19101

Dr. James T. Guines
Associate Superintendent
Division of Instructional Services
District of Columbia Public Schools
415 12th Street, N.W.
Washington, D.C. 20004

Dear Dr. Guines:

I am pleased to advise you that the Regional Office of Education, Division of Occupational and Adult Education, has determined the "Career Education in the Inner City Project" funded under Part D of the Vocational Education Act of 1963 as amended has progressed satisfactorily and I am therefore recommending approval for third year funding. Final approval action will be the responsibility of the OE Grants and Contracts Division.

The determination of the Division of Occupational and Adult Education to recommend third year funding is based upon very specific and deliberate activities of the regional office including (a) observations of project progress through regular Regional Office of Education monitoring visits, (b) review of quarterly progress reports, (c) review of the third party evaluators reports, (d) observations and recommendations of the District of Columbia State Department of Vocational Education, and (e) observations and recommendations of the Performance Review Team.

All indicators have clearly established that the project is definitely on target and moving decisively toward the accomplishment of the overall goals as stipulated in the project application. The District of Columbia Board of Education and everyone who has worked so diligently this year to move the project forward are to be heartedly commended. Continuation of the success of your efforts will certainly help to establish career education as a viab educational thrust for the State and nation.

The project third year funding guideline is $108,571.00. We would appreciat the preparation and submission of a third year project operating budget bas on the above funding guideline.

Sincerely yours,

Robert A. Smallwood

Robert A. Smallwood
Assistant Regional Commissioner
Occupational and Adult Education

DISTRICT OF COLUMBIA TEACHERS COLLEGE
1100 HARVARD STREET, N. W.
WASHINGTON, D. C. 20009

RECEIVED
FR DEVELOPMENT PROJECT
MAY 13 1975

May 7, 1975

Mrs. Bessie Etheridge
Director of Career Development Exemplary Project
Become Junior High School
24th and Benning Road, N. E.
Washington, D. C. 20002

Dear Mrs. Etheridge:

This is to thank you for making it possible for the Senior Student Teachers in the Elementary Education Seminar to attend a Workshop in Career Education led by Mrs. Martha Roache on Friday afternoon, April 25, 1975. In behalf of my students and myself I want to express our appreciation to Mrs. Roache for a very lively, interesting, and stimulating afternoon. We were able to become aware of the philosophy, objectives, and concepts of Career Education, to participate in activities related to these ideas, and to become familiar with some of the materials used in the program. I feel sure that these new beginning teachers in the elementary schools will be able to use to good advantage the many exciting ideas we gained from the Workshop.

Sincerely yours,

Elizabeth B. Goldstein

Elizabeth B. Goldstein, Head
Department of Elementary Education

WASHINGTON TECHNICAL INSTITUTE

May 9, 1975

Mrs. Ellen F. Datcher
Asst. Director Career Education Team
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington D.C. 20002

Dear Mrs. Datcher:

Thank you for appearing at the First Annual Conference of the District of Columbia Vocational Association on Friday, April 25th, 1975. Our participants were unanimous in expressing their pleasure at your wonderful presentation. It was truly informative and well received.

Sincerely,

Santo P. Marzullo
Vice President
District of Columbia
Vocational Association

cc: Bessie D. Etheridge
Project Director

COPY

RECEIVED
CAREER DEVELOPMENT PROJECT
MAY 14 1975

May 12, 1975

Mrs. Martha Roache
Assistant Director
Career Development Exemplary Project
Browne Junior High School Room 206
24th & Benning Road, Northeast
Washington, D.C. 20002

Dear Martha:

The Region VI Curriculum/Staff Development Team wishes to thank you for the excellent presentation you made for the Professional Development Day activity on March 21, 1975 at the Penn Center.

Your information concerning the Career Development Exemplary Program and the types of activities in which you involved the teachers were extremely worthwhile. All of the evaluations from this activity indicated how effective you were and how informative this workshop was.

Your contribution to the in-service program in Region VI is greatly appreciated.

Very truly yours,

Wilma W.Wood
Director Curr/Staff Development

cc: Mrs. Etheridge
Dr.Freeman

THE FEDERAL CITY COLLEGE
OFFICE OF THE DEAN
SCHOOL OF EDUCATION
1424 k street, n.w., washington, d.c. 20005
(202) 727-2113

May 13, 1975

Mrs. Ellen Datcher
Career Development Exemplary Project
Brown Junior Hihg School
24th and Benning Road, N.E.
Washington, D.C. 20002

Dear Mrs. Datcher:

It is always a pleasant and informative session when you address the TRENDS in CONTINUING EDUCATION class. Your project is an exciting one and the class gained many insights from your presentation. Don't be surprised if you see some of them on May 17th.

Thank you again for your responsiveness and support.

Yours truly,

Jeanne E. Lea
Assistant Dean

5817 Fourth Street, N. W.
Washington, D. C. 20011
June 7, 1975

Ms. Bessie D. Etheridge
Project Director
District of Columbia Career Development
Exemplary Project
Brown Junior High School
Twenty-fourth Street and Fenning Road, N. E.
Washington, D. C. 20019

Dear Bessie,

I wish to thank you, most heartily, for the time and expertise you gave to the validation of my color slide/tape presentation, "Career Educati .... A Place For Me." Your responses to the questionnaire, valuable sugges and constructive criticisms were extremely beneficial to me in the final re vision of the slide/tape presentation. As many of the suggestions as feasi practicable, within the time frame set and to the extent possible, were incorporated into the project.

I am profoundly grateful to you for your assistance in this importa phase of my work. My thesis, "A Prototype Conceptual Framework For Career Education In The Elementary School (English and Spanish)," was certified an accepted by the Graduate School of the University of Maryland.

With best wishes to you for continued success in your work and a very restful, relaxing summer, I am

Very truly yours,

Edna D. Mayronne

RECEIVED JUN 1

United States Department of the Interior

NATIONAL PARK SERVICE
NATIONAL CAPITAL PARKS-WEST
1100 OHIO DRIVE SW.
WASHINGTON, D.C. 20242

IN REPLY REFER TO:

16 July 1975

Dr. J.S. Rao
Career Development Exemplary Project
Brown Junior High School, Room 103B
24th and Benning Road NE
Washington, D.C. 20002

Dear Dr. Rao:

Well, I think we had a successful day yesterday, I was very pleased with the response from both the teachers involved and the guest speakers. Everyone seemed to enjoy the experience. My only hope is that they transmit the information and opportunities to their students.

Attached is the list of speakers yesterday, their addresses and phone numbers. Hope they will be of use to your class.

If I can help in anyother way, please let me know.

Yours truly,

Vicki

Vicki Glenn
Program Coordinator
Lightship Chesapeake

enc.

RECEIVED JUL 21 1975

LEWIS HOTEL-MOTEL SCHOOL

International Headquarters School and Home Study Center

2301 PENNSYLVANIA AVENUE, NORTHWEST WASHINGTON, D.C. 20037

July 29, 1975

Jargula S. Rao
Assistant Director
Division of Instructional Services
Browne Jr. High School
24th & Benning Road, N.E.
Washington, D.C. 20002

Dear Dr. Rao:

On behalf of the Lewis School I want to thank you for the privilege of showing you and your colleagues our training facilities. It was a most attentive group, making the tour, discussions, and interchanges highly enjoyable.

Needless to say, we at the Lewis School believe in, and are dedicated to, vocational education as a viable career-development alternative to college. We hope that we were able to convey our enthusiasm for the work we are doing and that you and your counselors departed with a favorable impression of our facilities and staff.

Again, Dr. Rao, many thanks for the opportunity to show our school. We hope you will continue to call on us whenever there is a need.

Sincerely,

George Hoyer
Vice President

Training Men and Women for Successful Careers in Hospitality Since 1916!

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
WASHINGTON, D. C.

A. Bowen SCHOOL
Delaware Avenue & M Street, S. W.

Paul A. Artisst PRINCIPAL

November 18, 1975

Ms. Ellen Datcher
Assistant Director
Career Education
Browne Junior High School
24th and Benning Road, N. E.
Washington, D. C. 20002

Dear Ms. Datcher:

I wish to express my sincere appreciation for your timely and informative presentation at our Staff Development Program on Friday, November 14, 1975.

It is quite gratifying to know that we still have leaders that are interested enough to take time from their busy schedules to help at the local school level.

Thank you so much for your service and we look forward to working with your department.

Sincerely,

Paul A. Artisst

Paul A. Artisst
Principal

PAA:chd

RECEIVED NOV 2

RECEIVED NOV 21

November 19, 1975

Dr. Jarugula Subba Roa
Assistant Director
Exemplary Project
Browne Junior High School
24th & Benning Road, N. E.
Washington, D. C. 20019

Dear Dr. Roa:

I wish to take this opportunity to thank you for your participation in the Staff Development activities at the Payne Elementary School.

I'm sure that your presentation, in terms of the career education concept at the elementary level, was enlightening to the staff of Payne Elementary.

The services that you rendered were greatly appreciated by this Division.

Sincerely,

Otho E. Jones
Assistant Superintendent

OEJ:mem

cc: Mrs. Etheridge
Mrs. Galloway

THE CENTER FOR VOCATIONAL EDUCATION
The Ohio State University • 1960 Kenny Road • Columbus, Ohio 43210

Dr. Richard J. Miguel, Director
Career Education Mini-Conference
November 24, 1975

Dear Sirs:

Martha J. Roche has recently served as a consultant-participant at a conference held at The Ohio State University's Center for Vocational Education in Columbus. We thought that you would be interested in informing your readers of this special event.

This conference is one of twenty-five mini-conferences that are being conducted by Dr. Kenneth B. Hoyt, Director of the Office of Career Education, U.S. Office of Education during the 1975-76 school year. The 250 participants, representing all the fifty states, Washington, D.C., and Puerto Rico, were chosen from over 2000 nominations submitted to Dr. Hoyt.

The major objective of these mini-conferences is to determine national consensus on the nature and substance of career education. The accomplishment of this goal should provide insight and guidance in the development and implementation of education programs designed to help all students become better prepared to select and enter satisfying and productive careers. The conference attended focused on career education for minority groups.

Additional information regarding this participant's local involvement with career education can be secured by contacting:

Sincerely,

Richard J. Miguel

Richard J. Miguel

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
REGIONAL SUPERINTENDENT - REGION VI
SHAED ELEMENTARY SCHOOL
3RD & DOUGLAS STREETS, N.E.
WASHINGTON, D.C. 20002

December 3, 1975

Mrs. Bessie Etheridge, Director
Career Development Exemplary Project
Browne Junior High School
24th Street and Benning Road, N. E.
Washington, D. C.

Dear Mrs. Etheridge,

We feel the Region VI Career Education Workshops (October 21st through November 13th) were successful. We have been encouraged by the interest, enthusiasm, and implementation plans exhibited by the workshop participants.

We wish to express our sincere appreciation to you for the background information presented at our first sessions (October 21st and 23rd). Your presentation helped to establish a climate of concern, commitment, and enthusiasm that was maintained throughout the entire series of workshops. We look forward to the continued relationship with your office during this school year.

Sincerely,

Wilma W. Wood

Wilma W. Wood
Curriculum/Staff Development Office

WW/mon
cc: Dr. Gary Freeman

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
REGIONAL SUPERINTENDENT - REGION VI
SHAED ELEMENTARY SCHOOL
[illegible] DOUGLAS STREET, N.E.
WASHINGTON, D.C. [illegible]

December 3, 1975

Dr. Jaragula S. Rao, Assistant Director
Career Development Exemplary Project
Browne Junior High School
24th Street and Benning Road, N. E.
Washington, D. C.

Dear Dr. Rao,

The Curriculum/Staff Development Team wishes to express sincere thanks and appreciation to you for your assistance, support, and encouragement during the Career Education Workshops (October 21st through November 13th). We feel that the objective, to provide orientation for a career education team from each school in the Region, was accomplished. We are grateful for your input during planning and implementation stages.

The visits to the schools you selected as well as activities conducted during the sessions generated much interest and enthusi[illegible] We are looking forward to working with the Career Education Teams in Region VI. Your continued support and assistance will be needed as we attempt to assist teachers and administrators in developing effective career education programs in our schools.

Sincerely,

Wilma W. Wood
Curriculum/Staff Development

WW/mcm
cc: Dr. Gary Freeman
Mrs. Bessie Etheridge

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Career Development Programs
Presidential Building
415 12th Street, N. W. Suite 1001
Washington, D. C. 20004

OTHO E. JONES
ASSISTANT SUPERINTENDENT

December 10, 1975

MEMORANDUM

TO : Ms. Bessie Etheridge
Director
Career Exemplary Project

FROM : Mr. George C. Gordon
Acting Director
Vocational High Schools and Center

SUBJECT : Expression of Thanks

I sincerely wish to express my deep appreciation for the invitation to speak to the Parent Advisory Committee at the Tyler School on last Tuesday. The opportunity was very rewarding.

It was very thoughtful of you to serve refreshments. I am sure that this added a special treat for everyone.

I appreciated the warm manner with which I was received. Attitudes like this will most certainly strengthen our entire program.

Again, may I say "thanks".

GCG/sc

RECEIVED DEC 12 1975

BOARD OF EDUCATION OF THE DISTRICT OF COLUMBIA

Presidential Building
415 Twelfth Street, N. W.
Washington, D. C. 20004

Sherman E. Evans, President
Nettie G. Benjamin, Vice President
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Elizabeth C. Kane
Hilda Howland M. Mason
Carol L. Schwartz
Barbara Lett Simmons
Conrad P. Smith
William W. Treanor
John E. Warren

Dwight S. Cropp
Executive Secretary

C. A. Splitt
General Counsel

February 9, 1976

Mrs. Alverta Munlyn, Chairperson
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C.

Dear Mrs. Munlyn:

Thank you for your kind invitation to meet with members of the Career Education Parent Advisory Council on Tuesday, February 10, 1976 at 3:00 p.m.

I regret that the invitation was not received in sufficient time for me to accept. However, I would like to be informed of future happenings involving the Career Education Parent Advisory Council.

Sincerely yours,

Conrad P. Smith

Conrad P. Smith
Member
Board of Education

SHARPE HEALTH SCHOOL
4300 13th Street, N. W.
Washington, D. C.

RECEIVED MAR 2 1976

Dear Mrs. Ethridge:

Many thanks for taking time out of your busy schedule to bring us the outstanding presentation for Career day.

Please express the same to your assistant.

Sorry, I am late getting this in the mail, but I had a terrible case of the flu.

Sincerely yours
Sarah L. Schmoke
Counselor

BOARD OF EDUCATION OF THE DISTRICT OF COLUMBIA
PRESIDENTIAL BUILDING

415 TWELFTH STREET, N.W.
WASHINGTON, D.C. 20004

RECEIVED MAY

THERMAN E. EVANS, PRESIDENT
BETTIE G. BENJAMIN, VICE PRESIDENT
JAMES S. FEATHERSTONE, JR.
JULIUS W. HOBSON, JR.
ELIZABETH C. KANE
HILDA HOWLAND M. MASON
CAROL L. SCHWARTZ
BARBARA LETT SIMMONS
CONRAD P. SMITH
WILLIAM W. TREANOR
JOHN E. WARREN

DWIGHT S. CROPP
EXECUTIVE SECRETARY

DAVID A. SPLITT
GENERAL COUNSEL

April 27, 1976

Mrs. Bessie Etheridge
Project Director
Career Development Exemplary Project
Browne Junior High School, Room 206
24th and Benning Road, N. E.
Washington, D. C. 20002

Dear Bessie:

Belated though it may be, do accept the sincerity of these comments. The presentation made by you and your staff at the Education Programs Committee meeting of the Board of Education on March 10, 1976 was exempla in every respect.

Not only was the programmatic review thorough and enthusiastically conveyed but clearly the commitment felt personally by you and your staff was revealed. It is a pleasure to witness the excitement of people as they speak of their work.

May I also take this opportunity to commend the leadership exhibited in your Parent Advisory Council by Mrs. Alverta Munlyn. She too possesses the excitement of this project obviously appreciating its value to our youth.

Sincerely,

Barbara Lett Simmons

Barbara Lett Simmons
At Large Member
Board of Education

BLS:pj
cc: Dr. Jones
Dr. Guines
Dr. Millard
Mrs. Munlyn

DEPARTMENT OF HEALTH, EDUCATION, AND WELFARE
REGION III
3535 MARKET STREET
PHILADELPHIA, PENNSYLVANIA 19101

March 9, 1976

OFFICE OF EDUCATION

MAILING ADDRESS
P.O. BOX 13716
PHILADELPHIA,
PENNSYLVANIA 19101

Mrs. Bessie Etheridge, Project Director
Brown Junior High School
24th and Benning Road, N.E.
Washington, D.C. 20019

Dear Mrs. Etheridge:

Participation in the recent evaluation of your project was a most rewarding experience. You and members of your staff are to be commended for your efforts in the accomplishment of the project's goals and objectives during the two and one-half years that the project has been in operation. The career education staff truly has a dedication of purpose in advancing career education.

Speaking in behalf of the team members, I want to personally thank you and members of your staff for your cooperation and efforts in making the team feel welcome and for your assistance in the performance review. The hospitality extended to all team members was appreciated by all.

Thanks again, Bessie, for a "job well done."

Sincerely yours,

Earl J. Dodrill

Earl J. Dodrill
Senior Program Officer, VTE

cc:
Dr. James T. Guines
Mrs. Ellen F. Datcher
Mrs. Martha J. Roache
Dr. Jarugula S. Rao
Mr. Santo Marzullo
Mrs. Ouida Maedal
Mr. Eugene Templeton

RECEIVED
3/15/76

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
SHAW JUNIOR HIGH SCHOOL
SEVENTH STREET AND RHODE ISLAND AVENUE NW.
WASHINGTON, D. C. 20001

CE OF THE PRINCIPAL

RECEIVED
3/26/76

March 23, 1976

Mrs. Ellen F. Datcher
Assistant Director
Career Development Exemplory Project
Browne JHS
24th & Benning Rd., N.E.
Washington, D.C. 20002

Dear Mrs. Datcher,

On behalf of the administrators and staff of Shaw Junior High School, we would like to thank you for your interest, your presence and your assistence. Our way of showing our appreciation is to put in practice the information you shared with us.

Friday, March 19, 1976, was the most outstanding Staff Development Day we've experienced this year.

Your participation enabled us to be successful in accomplishing our goal for the day, which was to focus our attention on preparation for the "New Shaw" while we're still in our present building.

We value your comments and suggestions.

Thanks again for your participation. We hope you had an enjoyable visit.

Sincerely,

Dorothy A. Carter
Staff Development Coordinator

Percy L. Ellis, Jr.
Principal

c.c. Mrs. Bessie Etheridge

BOARD OF EDUCATION OF THE DISTRICT OF COLUMBIA
PRESIDENTIAL BUILDING
415 TWELFTH STREET, N.W.
WASHINGTON, D.C. 20004

RECEIVED MAY 12

HERMAN E. EVANS, PRESIDENT
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ELIZABETH C. KANE
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CONRAD P. SMITH
WILLIAM W. TREADWELL
JOHN E. WARREN

DWIGHT S. CROPP
EXECUTIVE SECRETARY

DAVID A. SPLITT
GENERAL COUNSEL

May 11, 1976

Mrs. Bessie P. Etheridge, Director
Career Development Exemplary Project
Browne Junior High School
24th and Benning Road, N. E.
Washington, D. C. 20002

Dear Ms. Etheridge:

Thank you for your invitation to attend the Career Development Project Conference. I plan to drop by during one of the meetings and look forward to seeing you at that time.

Best wishes for a successful affair.

Sincerely,

Carol Schwartz

Carol L. Schwartz
Member
Board of Education

RECEIVED

THE DISTRICT OF COLUMBIA

WASHINGTON, D.C. 20004

WALTER E. WASHINGTON
Mayor

June 2, 1976

Ms. Ellen Datcher
Career Education Parent Advisory Council
Browne Junior High School
Room #103-B
26th Street and Benning Road, Northeast
Washington, D.C. 20019

Dear Ms. Datcher:

Mrs. Washington and I are very sorry that we cannot share personally in the Council's Annual Banquet on the third

Support of career education and improvement of the quality of life for all students in the inner city is vital to the positive development of our youth. The Council has done a magnificent job in this regard, and I am proud of your many accomplishments which include motivation, career educational instruction and support services.

Congratulations and best wishes for continued success.

Sincerely,

Walter E. Washington
Mayor

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
OFFICE OF THE REGIONAL SUPERINTENDENT
MADISON SCHOOL
10TH & G STREETS, N. E.
WASHINGTON, D. C. 20002

REGION IV

June 1, 1976

Mrs. Bessie D. Etheridge and Staff
Career Development Exemplary Project
Browne Junior High School
D. C. Public Schools
Washington, D. C. 20002

Dear Friends:

Thanks for my Certificate of Recognition. It is greatly appreciated.

Sincerely,

Margaret G. Labat

Margaret G. Labat
Regional Superintendent - Region IV

MGL:mb

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

Workshop on Career Education In The Elementary School

When: Wednesday, December 11, 1974
1:00 - 3:00 P.M.

Where: Catholic University
O'Boyle Hall (Room 235)

Course: Competencies In Teaching
Mrs. Block, Instructor

Coordinator: Martha J. Roache, Assistant Director
Career Development Exemplary Project
D.C. Public Schools

AGENDA

1:00 - 1:30 Overview of Career Education

1:30 - 2:00 Examination of C. E. Materials

2:00 - 2:45 Participation In C. E. Activity

2:45 - 3:00 Wrap-up Session

Madison Administration Building

Staff Development
Region IV

Career Education Workshop For Local School Teams
Session 3
Wednesday, May 21, 1975

Agenda

Besure you have registered at the door.

9:00 - "Hi" Time
Greetings
Summarisation of two previous sessions
Questions
Post Test

9:20 Show Time
Presentation: The Nightingale Conant Library
(an attitude change package)

9:45 Talk Time
Discussion: Steps in Implementation of a
Successful Career Education Program

10:00 Team Time
Preliminary Planning for 1975-76

11:30 Interaction Time
Sharing plans and ideas

11:50 Evaluation Time

Please leave post-test and evaluation sheet with the Facilitators.

Thank You

March 27, 1975

Memorandum to: Mrs. Audrey Gray, Principal
Goding Elementary School

From : Rosalie R. Kennedy Rosalie R. Kennedy
Director of Planning, Region IV

This is to confirm our telephone conversation of this morning relative to Region IV workshops in Career Education for local school teams.

Workshops will be scheduled on the mornings of April 15, 22nd and 29th.

The first day's theme will be "Foundations of Career Education". We deeply appreciate your gracious acceptance of our invitation to participate in this introductory session. Your theme will be "A Developing Career Education Program Grades Pre-K-6".

The second day will be devoted to visiting Region IV Career Ed Programs. We appreciate your willingness to accept our visit even though Title I evaluators may be also present. We understand that if the evaluators are present, we will visit and confer with upper level program personnel only. We will contact you as soon as possible to confirm time and place for April 15, and time for April 22.

Again, thanks to you and the Goding Team for assisting in the effort to develop a sensitivity in Region IV for the new thrust of Career Education in elementary programs.

RRK:cet

cc: Mrs. Parker
Mr. Earle Bannister
Dr. J.S. Rao ✓

DRAFT

REGION V WORKSHOP
Thursday, May 29, 1975
ORIENTATION TO CAREER EDUCATION

THEME: Foundations of Career Education

AGENDA

8:45 - 9:15 a.m.	Pretest and Slide Presentation Dr. J. S. Rao Career Development Exemplary Project
9:15 - 9:30 a.m.	Greeting and Welcome Mrs. Lucille Gayle Career Education Coordinator Region V
9:30 - 10:00 a.m.	Career Education in the Nation and in the District of Columbia Mrs. Bessie D. Etheridge Director Career Development Exemplary Project
10:00 - 10:15 a.m.	COFFEE BREAK
10:15 - 11:00 a.m.	Career Awareness - Grades Pre-K - 6 Bundy Elementary School Team Career Survey and Exploration-Grades 7 - 9 Terrell Junior High School Team
11:00 - 11:40 a.m.	Career Education Action Plan by School Teams
11:40 - 12:00 Noon	• Reporting by School Teams • Posttest
FACILITATORS:	Mrs. Lucille Gayle Region V Career Education Coordinator Dr. J. S. Rao Assistant Director Career Development Exemplary Project

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
REGIONAL SUPERINTENDENT - REGION VI
SHAED ELEMENTARY SCHOOL
3rd & DOUGLAS STREETS, N.E.
WASHINGTON, D.C. 20002

RECEIVED
CAREER DEVELOPMENT
MAR 18 197

REGION VI
CURRICULUM/STAFF DEVELOPMENT

PLANS FOR PROFESSIONAL DEVELOPMENT DAY

March 21, 1975
1:15 p.m.

Group I - Career Education
Fern Center

Information about the Career Development Exemplary Project
-Mrs. Martha Roache
Consultant

Group II - Library Science
Hamilton Junior High
Topics:
- Open Scheduling
- Use of the School Media Center
- In-service Workshops for Teachers
- Media Centers and Individualization

Group III - Science
Rabaut Junior High
- Setting guidelines for communication between levels
- Planning for workshops to share ideas and techniques

Group IV - Special Education, Counseling, and Student Development
Emery School
- Discussion of areas of concern identified at previous meeting.
- A look at guidelines and possible solutions to problems
- Exchange of strategies

Summer Staff Development for Counselors

Nathaniel Hill, Supervising Director, Guidance

Group V - Foreign Language
Rabaut Junior High
-Bring a technique to share
-Bring list of resources available in the Washington Metropolitan Area
-Discuss means of individualizing foreign language instruction on all levels
-Discuss basic curriculum for each level
-Discuss means for assuring transition between levels

A SPECIAL: Video-tape of Spanish in the first grade.

Group VI- Home Economics
Taft Junior High
Sharing ideas, units, and techniques used to attain educational goals of Region VI.
Establish a resource bank of ideas.

Group VII- Art
Stowe Elementary School
A. General art tips
B. Workshops
Four (4) of the following will be scheduled based on requests:
Painting Stitchery Cut Paper
Puppets Weaving Print Making
(Each participant must list choice of 4 on response form. Also, bring an idea to share. Groups to be limited to 20.)

Group VIII- English
Backus Junior High
Multi-Dimensional Approaches to Instruction
Opportunity to share ideas and techniques that are effective in the following approaches:
- Multi-level
- Multi-lingual
- Multi-disciplinary
- Multi-age
- Multi-cultural

(Bring an idea to get an idea)
A SPECIAL! Video-tape: Multi-level Instruction at Burroughs

Group IX - Mathematics
Shaed School

A. What Works for Me!
Bring one or two ideas which you have found to work in developing a mathematical concept or skill.
Ex. Card Games
Tangram Puzzles
Drill Activities
(Copies to share with others)

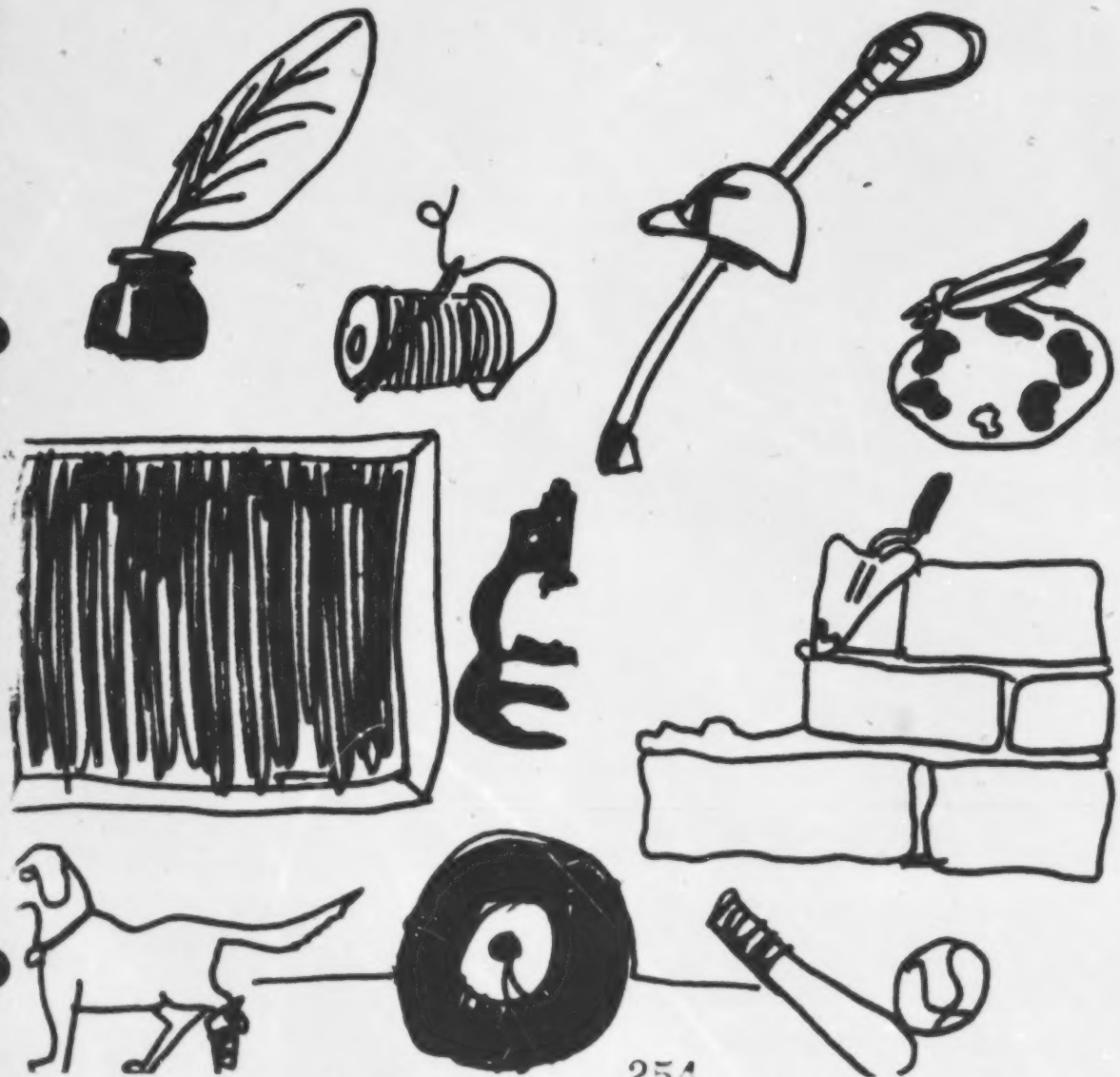
B. One Way to Go
Video taped lessons developed by two junior high teachers after studying results of Criterion referenced test.

C. Planning for task force to
-modify K-12 mathematics program for Region VI
- coordinate use of materials
- assess needs for change

Since some mathematics teachers may be attending the NCTM convention on this date, the number responding for this group by March 14 will determine whether this session will be held.

If you are unable to attend this meeting but are interested in participating in the task force referred to in item C, please notify your building chairman.

HARDY MIDDLE SCHOOL
CAREER AWARENESS DA
Tuesday, May 11, 1976



9:00-9:15 Coffee Teacher's Lounge

9:15-9:45 Eighth Occupie auditorium

	Welcome	Mrs. Marjorie J. Patton Director, Hardy Middle School
	Guest Speaker	Mrs. Martha Roache, Assistant Director Career Development Exemplary Project
		Mr. Nathaniel Hill, Supervising Director Guidance and Counselling

9:45-12:15 Students and teachers move to Resource Centers every 30 minutes according to schedule

Room	Career Advisor
205	Mrs. Marian Barber, Parent, Producer, Canadian Broadcasting
203	Mr. Don Bonafide, Parent, Writer
Counsel Office	Mr. Jose Casal, Coordinator, Mini Employment Center, Wilson High
202	Ms. Judy Earl, Employment Interviewer, C & P Telephone Co.
204	Mr. Robert [illegible], Parent, Architect
Lib.	Mr. George [illegible], Retired Professional player, Sports consultant
Aud.	Miss Carol Randolph, Fashion Designer, Wendy Ward Charm Center, Montgomery Ward
201	Mrs. Evelyn Sellers, Administrative Personnel, WMAL
206	Mrs. Charlotte Seward, Parent, Microbiology
204	Mr. Jerry Seward, Parent, Electrical engineer
Lib.	Ms. Smallwood and Mr. Compton, Randall Jr.-Sr. High, Aerospace
206	Mrs. Mary Strojek, Parent, Equal Employment Opportunity Office
201	Mrs. Sheila Betts, Parent, Advertising Promotion, U. S. News & Wo

Mrs. Hinton would like to thank Mrs. Merle Goodrum and the staff for their support in making this project a success.

A special thanks to Mrs. Martha Roache who acted as consultant in the planning of Career Day.

Information courtesy of Mrs. Strojek and the PTA.

Marjorie J. Patton, Director — Eleanor Hinton, Counselor

DISTRICT OF COLUMBIA VOCATIONAL ASSOCIATION
FIRST ANNUAL CONFERENCE

April 25-26, 1975

Second Baptist Church
Falls Church, Virginia

AGENDA

Friday, April 25

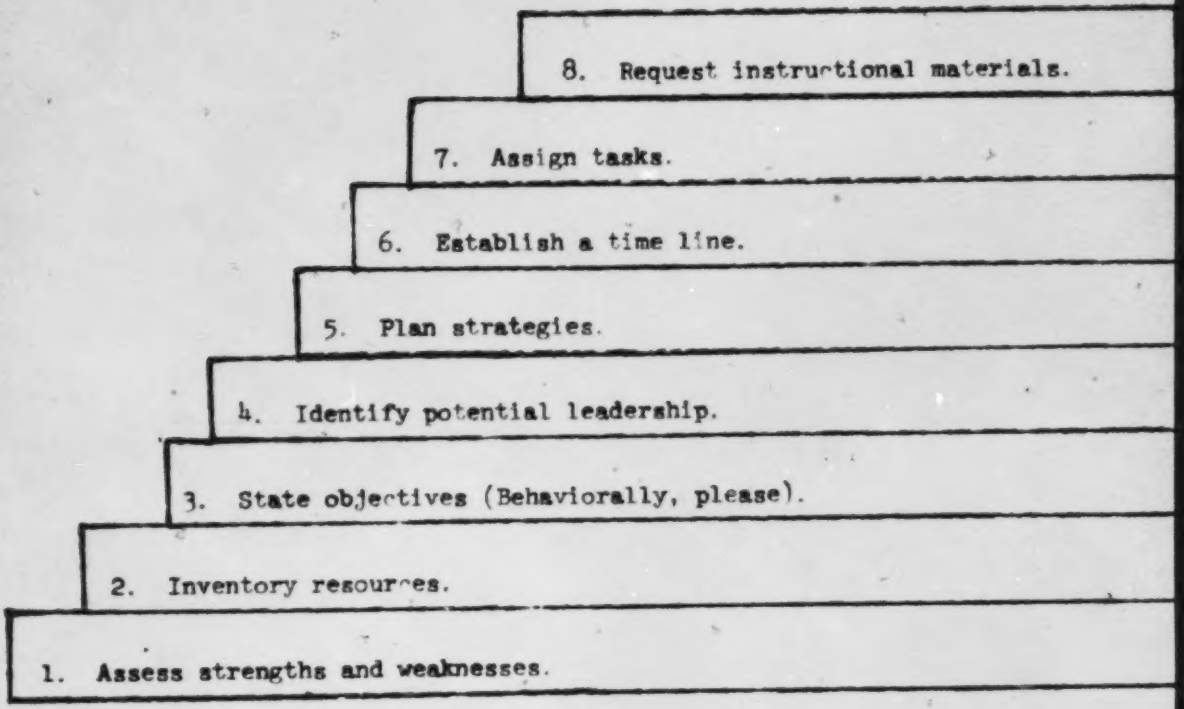
8:00-9:00 A.M.	Registration Period
Morning Session	
Presiding:	Santo Marzullo, Vice President D.C.V.A.
9:00-9:15	
Welcoming Remarks	Josie M. Cole, Pres. D.C.V.A.
9:15-9:30	
Greetings	
American Vocational Association	Dean Griffin, Associate Director, AVA
9:30-10:30	
Philosophy and Implementation of Career Education	Dr. Otho E. Jones Assistant Superintendent Division of Career Development Programs
10:30-10:45	
Question and Answer Period	
10:45-11:00	
Coffee Break	

11:00-11:45	
"Career Education in The Inner City"	Mrs. Ellen F. Datcher Assistant Director Career Education Team
11:45-12:00	
Question and Answer Period	
12:00-1:00	
Lunch!!	

Afternoon Session

1:00-3:00	
"Career Education" The Michigan Model	Dr. Addison S. Hobbs State Director Vocational Education and Career Development Service
3:00-3:15	
Question and Answer Period	
3:15-3:30	
Coffee Break	
3:00-4:30	Dr. David White
4:30-5:00	Question and Answer Period

STEPS TOWARD IMPLEMENTATION OF A SUCCESSFUL CAREER EDUCATION PROGRAM


8. Request instructional materials.
7. Assign tasks.
6. Establish a time line.
5. Plan strategies.
4. Identify potential leadership.
3. State objectives (Behaviorally, please).
2. Inventory resources.
1. Assess strengths and weaknesses.

1. Assess strengths and weaknesses

e.g. Plant - physical resources?
Space for a resource room?
Teacher preparation room?
Adequate equipment for classroom?
Human resources?

2. Inventory resources

e.g. Equipment
Supplies textbooks, films etc.
Funds available

3. State objectives (behaviorally, please)

e.g. For Staff
For Students
For Community

4. Identify potential leaderships

e.g. Community (Parents, Aides, College students)
Staff
Select teacher coordinator who will also serve a liaison to the project staff

5. Plan strategies

e.g. For dissemination of the concept
To staff
To community
To student body
High impact activities
Continuing activities
Graphic display
(See Teachers Manual for Career Development Curriculum Guides, pp. 30-38)

6. Establish a time line

e.g. By month
Objective; activity; date (s)

7. Assign Tasks

e.g. Who does what, when?

8. Request instructional materials

This is an ongoing category. Throughout the year, this continues.

_____

Last 4 digits of Social Security Number

TEACHER/COUNSELOR REPORT CARD

I. Reaching Objectives

Directions: Kindly place a check in the column which indicates the degree to which the statement applies. Draw a line through all five (5) columns, if the statement does not apply to you.

As a result of the experiences I have provided, my students have done the following:

	All	3/4	1/2	1/4	None
1. Made adequate school adjustment this advisory.					
2. Begun to assume a share of the responsibility for the learning process.					
3. Indicated their learning styles and specific needs.					
4. Acquired and practiced good study habits.					
5. Surveyed/Explored an increasing number of career opportunities.					
6. Developed new interests.					
7. Explored new interests.					

II. Ordering Priorities

Directions: Number the following activities in the order in which you plan to accomplish them.

/___/ Improve and increase my teaching strategies.

/___/ Increase my knowledge of careers for which my discipline prepares students.

/___/ Include students in the planning and implementation of classroom activities.

/___/ Provide an improved setting for learning.

/___/ Refine the model for team planning.

PRINCIPAL'S REPORT CARD

Reaching Objectives

Directions: Kindly place a check in the column which indicates the degree to which the statement applies.

As a result of the leadership and opportunities I have provided, my career education team has done the following:

	Completely	Partially	Not at All
1. Established a career education resource and work area in the school.			
2. Made adequate provision for a secure storage area for instructional materials and equipment.			
3. Participated in career education activities on released time which I have arranged.			
4. Used support personnel in the school in a more effective manner.			
5. Adopted a flexible scheduling arrangement.			
6. Encouraged other members of the faculty to become involved.			
7. Encouraged parents to become active participants in the Career Education Parent Advisory Council.			
8. Planned to spend a greater portion of our next budget for career oriented instructional materials.			
9. Planned and executed exceptional staff development activities for the entire faculty.			
10. Found creative ways to tap the resources in our school community.			

PLANNING SHEET FOR CAREER EDUCATION COUNSELORS

COUNSELOR: _____ SCHOOL: _____

Implementation For: Small group sessions; class sessions; total school activities; field trips; professional enrichment activities.

* Black Awareness Dates (Newsletter)

MARCH

Youth Art Month
Red Cross Month
1st Week - Nat'l. Weights & Measures Week
2nd Week - Girl Scout Week
Staff Development Day March 21st.
3rd Week - National Foreign Language Week
National Salesperson's Week

APRIL

2nd Week - Pan American Week
3rd Week - National Library Week
4th Week - National Secretaries Week

MAY

2nd Week - National Hospital Week
National Music Week
3rd Week - Police Week
Transportation Week

APRIL PLANS IN CAREER EDUCATION

Teacher _____ Grade _____
20th - 26th (3rd Week)

NATIONAL LIBRARY WEEK

ACTIVITY	MATERIALS NEEDED

NATIONAL SECRETARIES' WEEK

ACTIVITY	MATERIALS NEEDED

NATIONAL Y.W.C.A. WEEK

ACTIVITY	MATERIALS NEEDED

*23rd - Shakespeare's Birthday

*25th - National Arbor Day

ROLE IMPLICATIONS FORM (RIF)

DIRECTIONS:

PLEASE REVIEW THE IMPLICATIONS OF MR. SANTEE C. RUFFIN'S SPEECH AS IT PERTAINS TO YOUR ROLE. EACH GROUP MUST HAVE A RECORDER TO NOTE AND REPORT THE FINDINGS BRIEFLY AT 11:15 A.M. TO THE TOTAL GROUP IN THE AUDITORIUM.

DATE: _____

1. NAME OF THE GROUP/TEAM (Check one):

   _____ Administrators

   _____ Teachers

   _____ Counselors

   _____ Librarians

   _____ Regional Coordinators

2. NAME OF THE RECORDER:

   _____

3. List in order of priority, speech implications (Curriculum Changes - New Directions for 1980's) pertaining to your role.

ROLE IMPLICATIONS FORM (RIF)
(Cont'd)

. Report the findings at 11:15 A.M. to the total group in the Auditorium.

.. Submit the findings copy to the Project Staff after reporting at 12:00 Noon.

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
DIVISION OF INSTRUCTIONAL SERVICES
CAREER DEVELOPMENT EXEMPLARY PROJECT
CARVER SCHOOL
46TH & LEE STREETS, N.E.
WASHINGTON, D.C. 20019

Criteria for Evaluation of Instructional Materials

A. Content

1. Quality

   Excellent _____ Good _____

   Fair _____ Poor _____

2. Multi-ethnic _____

3. Freedom from stereotypes

   Sex_____

   Race _____

   Other (specify) _____

4. Reading Level _____

5. Maturity Level _____

6. Illustrations _____

7. Suitability for level _____

B. Format

1. Binding_____

2. Durability_____

3. Portability _____

C. Other:

Career Development Exemplary Project
Tour Information

Place _____

Address _____ Phone _____

Contact Person _____

Objectives of Tour _____

_____

Recommended for: Grade (s) _____

Subjects _____

Visitors will see: _____

_____

Visiting Hours _____

Time required for tour _____

Time of year suggested _____

Number of students permitted _____

Ratio of adults to students required _____

Age restrictions _____

Charge for tour _____

Transportation provided? _____

Food: Concessions? _____

Souvenirs? _____

Handouts available? _____

Suggested/Necessary Preparation of students before the tour

Academic _____

_____

Physical (Example: attire) _____

_____

Parking Facilities _____

_____

Other Information _____

_____

Career Development Exemplary Project
Teacher Evaluation of Tour

Date of tour_____

School_____Teacher_____

Grade_____Subject_____

Number of Students Participating_____

Career Cluster_____Curriculum Areas_____

_____

The Tour:

Sufficient supply of guides?_____

Career opportunities adequately explained to pupils? _____

_____

Occupations observed by pupils_____

_____

Hands-on experiences provided?_____

_____

Handouts?_____

Pupil reaction to tour_____

_____

Teacher reaction to tour: (Please be specific)

Physical facilities_____

Guides_____

Content_____

Problems encountered:_____

_____

If your reaction is negative, please indicate your reasons noting good and bad aspects of the experience.

_____

_____

Career Development Project

Career Awareness

Grade _____

Monthly Report _____

Room _____

A. Field Trips Taken:

_____
_____
_____
_____
_____

B. Visual Aids Used:

Filmstrip _____ Title _____
Film _____
Movies _____
Other _____

C. Photographs Taken:

☐ Polaroid Prints

☐ 2 x 2 Slides

D. Speakers

Name	Topic

E. Parent Involvement:

Name	Activity

F. Guidance (Vocational and/or character development):

_____
_____
_____
_____
_____
_____

G. Discussion

H. Activities

1. Please attach samples and/or notes of explanation which describe activities which relate to the Career Development Project for this month.
2. Please attach the evaluation report for each field trip that you have taken or speaker that has appeared.

I. Monthly Time Estimate:

Approximately _____ hours

Please send this report to the Office by _____

Grade _____ Module _____ : _____
No. Title

Units	Eng.	Math	Soc. St.	Sci.	Mus.	Art	I. A.	Hmkg.	Bus.	P. E.

Career Development Exemplary Project

Education 670-F

Information Needed Immediately

1. Teacher's Name:_____ Grade or Subject_____

2. School _____ Room No. _____

3. Class List - Total Enrollment _____

   Boys _____ Girls _____

   (Suggested form attached)

4. Have your students had standardized tests?

   _____ yes _____ no

   Spring 72?_____

   Before?_____ Date _____

   What Test?_____

   Results Available? _____

5. Have you had prior career education training or experience?

   _____ yes _____ no

   Students _____ yes _____ no

6. What classroom equipment do you have available daily?
   ex. filmstrip projector, 16 mm projector, record player, tape reel player, cassette player.

   1. _____ 4. _____

   2. _____ 5. _____

   3. _____ 6. _____

Career Development Class

School _____ Teacher _____ Grade _____

Total Enrollment _____ Boys _____ Girls _____

Pupils

Names - last name first

Boys	Girls

Workshop Evaluation

Code:

5 - Excellent
4 - Very Good
3 - Good
2 - Fair
1 - Poor
0 - Not Applicable

Part I Questionnaire	General Orientation	Curriculum Overview	School & Community: A Two Way Street	Learning Systems	Exhibit of Books and Materials	Introduction to Senesh	Introduction to Man a Course of Study	Teaching Team Coordination	A.V. Operation & Preparation	Professional Team Planning	Photography	Tool Technology	Integrating Career Education into the Secondary Curriculum	TOTAL
1. The resource people were														
2. The communication between the resource people and the participants was														
3. The attitudes of the resource people														
4. In terms of my own job responsibilities, this segment was														
5. The information presented, in terms of relevance to me, was														
6. As a result of the workshop, my teaching of an occupation in the classroom situation should be														
7. As a result of the objectives of this workshop, my opportunity to improve my instruction in Career Development should be														
8. The effect of this workshop on my ability to correlate subject areas within the same grade level has been														
9. From this workshop my awareness of occupational materials and exploratory activities (hands-on, etc.) is														
10. The usefulness of the material presented for my use in the classroom was														

Workshop Evaluation (cont)

Code:

- - Excellent
- - Very Good
- - Good
- - Fair
- - Poor
- - Not Applicable

	General Orientation	Curriculum Overview	School & Community: A Two Way Street	Learning Systems:	Exhibit of Books and Materials	Introduction to Semesh	Introduction to Man's Course of Study	Teaching Team Coordination	A.V. Operation & Preparation	Professional Team Planning	Photography	Tool Technology	Integrating Career Education into the Secondary Curriculum
1. The organization of the material presented was													
2. At the beginning of this segment the presentation of the objectives was													

Part II - Individual Reactions and Suggestions:

1. In your opinion, what were the major strengths of this workshop?

2. In your opinion, what were the major weaknesses of this workshop?

3. What are your recommendations for future workshop?

4. Other comments!

Department

	Current Development Status	Current Review Status	Expected Date Completion	Current Needs
February				
March				
April				
May				
June				
	PLEASE SEND ONE COPY TO PROFESSIONAL PUBLICATIONS AND ONE TO OFFICE OF ASSOCIATE SUPERINTENDENT, DIVISION OF INSTRUCTION.			

PUBLIC SCHOOLS OF THE DISTRICT OF COLUMBIA
Division of Instructional Services
Career Development Exemplary Project
Browne Junior High School
24th & Benning Road, N.E.
Washington, D.C. 20002
Room 206

Dear

Thanks for your letter addressed to D. C. Schools requesting Career Education materials.

Since we are in the process of reproducing materials, most items are not now available.

I enclose a copy of our newest curriculum for grades 1 - 6. We would appreicate your comment and/or suggestions.

Very truly yours,

Bessie D. Etheridge

Bessie D. Etheridge
Director
Career Development
Exemplary Project

Enclosure

BDE:jrm

SUMMARY

A K - 12 Career Education program is in place in twenty-five buildings in the District of Columbia, serving 796 teachers/counselors and 15,210 students. Each building has its own resource room. These centers, which serve as a resource and workroom for faculty, students and the community, were equipped and supplied by the Project.

At each level, curriculum guides are available, together with a Tour Guide and a listing of recommended instructional materials on the D. C. materials list.

Perhaps the greatest strength as the Project closes is the cadre of teachers and counselors, in excess of five hundred, who have benefited from the staff development program afforded by the Project. Five hundred have completed Education 670 and considerably more have participated in other in-service activities sponsored by the Project for all Project personnel. These committed persons, with the continued support of their principals have already planned to continue the program during the coming school year in spite of the conclusion of the Project.

Syllabi for Education 670 in both the four-week format and the fourteen Saturday format are available for replication by the school district, together with cost estimates and suggested staffing. (See Appendix.)

The principle of using teacher trainers developed from Project personnel has proved highly successful. As leadership and teaching skills emerged, Project staff began to train selected people for training duties in the workshops. These experienced trainers are now available for leadership in their buildings, permitting the multiplier principle to prevail.

Another facet of the leadership training program has been the development of a cadre of team leaders who have been trained to coordinate the program in their buildings. These persons are the communications link between Project staff and the teachers/counselors. The team leader conveys building needs and/or progress to the staff and serves as the distributor of materials, planner and arbiter at the local school level.

With the help of these layers of expertise and the continued support of the local administrators, perpetuation and expansion of the program is possible.

To further support continuance of Career Education in all Project schools, the staff poured all remaining funds into the purchase of instructional materials for all schools so that each school will have adequate resources to begin the new year.

Thus, the end of the Project is really the beginning of a city-wide Career Education thrust which has a possibility of becoming an integral part of the educational system of the District of Columbia.